



# Application for Additional Money-Earning Activity

form #113 • 09/18 • page 1 of 2

*Girl Scouts of Oregon & Southwest Washington has two product sales during the program year. Troop profits earned through participation in these program activities are adequate to finance troop/group activities. If additional funds are needed for special activities, you must follow council policy and the procedure stated below.*

## Procedures:

1. Your "Troop Financial Report" for the previous year must be on file (first year troops/groups are exempt).
2. Submit this application to [activities@girlscoutsosw.org](mailto:activities@girlscoutsosw.org) for approval a minimum of six weeks before the activity.
3. After your application is approved by your service unit event/travel coordinator it is sent to the event/travel pathway manager for your area a minimum of two weeks before the activity. Your approval will be emailed to you, your service team events and travel coordinator and service unit manager.
5. Remember to include the net income from this activity on your "Troop Financial Report" at year-end.

Date \_\_\_\_\_ Service unit/operating team \_\_\_\_\_

Troop/group # \_\_\_\_\_ Program level \_\_\_\_\_

Leader's name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

Email address \_\_\_\_\_ (Notification will be sent via email if provided)

Day phone ( \_\_\_\_\_ ) \_\_\_\_\_ Evening phone ( \_\_\_\_\_ ) \_\_\_\_\_

Was every girl given the option of participating in the council product sales\*?  Yes  No

Date of event \_\_\_\_\_ Location \_\_\_\_\_

Describe the money-earning activity (car wash, food sale, etc.) \_\_\_\_\_

Projected gross income \$ \_\_\_\_\_ minus projected expenses \$ \_\_\_\_\_ = projected net income \$ \_\_\_\_\_

Name of person in charge (if other than leader). All Girl Scout activities must be supervised by a registered/trained adult

Name \_\_\_\_\_ Title \_\_\_\_\_ Day phone ( \_\_\_\_\_ ) \_\_\_\_\_

Number of girls in troop/group \_\_\_\_\_ Number of girls participating in money-earning activity \_\_\_\_\_

Describe the purpose for which the money is to be used \_\_\_\_\_

Have you checked *Safety Activity Checkpoints* requirements?  Yes  No

Leader signature \_\_\_\_\_ Date \_\_\_\_\_

SU event/travel coordinator signature \_\_\_\_\_ Date \_\_\_\_\_

Approve  Disapprove

## Guidelines for Additional Money-Earning Activities

### Procedure

A group will complete the appropriate money earning application and submit them for approval. Applications are to be submitted to [activities@girlscoutsosw.org](mailto:activities@girlscoutsosw.org) at least six weeks prior to the proposed event. The approval decision will be emailed to the troop, the events and travel coordinator and service unit manager in the appropriate service unit.

Money-earning activities will not receive approval if scheduled to be held during the order-taking portion of the Fall Product Program or during any aspect of the Girl Scout Cookie Program.

Money-earning activities may not receive approval if scheduled to be held during some local United Way campaigns.

No troop/group money-earning activity designated to finance Girl Scout travel will be approved until notice of intent to travel has been given to the appropriate staff and/or service unit event/travel coordinator.

Daisy Girl Scouts do not participate in group money-earning activities.

Raffles, bingo and other games of chance are prohibited.

Commercial products with packaging and/or company logo/name may not be sold by Girl Scouts. To do so would imply endorsements of the products by Girl Scouts, which is not allowed.

### Definition

“A group will complete the appropriate money earning application and submit them for approval. Applications are to be submitted to [activities@girlscoutsosw.org](mailto:activities@girlscoutsosw.org) at least six weeks prior to the proposed event. The approval decision will be emailed to the troop, the events and travel coordinator and service unit manager in the appropriate service unit.”

### Policy

The only council-sponsored money-earning activities are those approved by the board of directors. This refers to product sales.

Only registered troops/groups and registered girls may participate in council-sponsored money-earning projects.

\*Troop/group leadership must provide eligible girls with the opportunity to participate in the council-wide product sales. (Because of Girl Scouts USA determinations troops/groups cannot be penalized for not participating in council sponsored money-earning projects.)

Participation by troops/groups in money-earning activities, other than council-sponsored product sales, must have demonstrated need and prior approval.

Non council-sponsored money-earning activities will not be approved if troop/group financial reports are not current.

#### **Girl Scouts of the USA Policy**

##### Permission for Commercial Endorsements

Permission to endorse commercial products or to give endorsement of such by implication must be obtained from Girl Scouts of the United States of America and shall be granted only when such endorsement is in keeping with Girl Scout principles and activities.

*Leader's Digest Blue Book of Basic Documents, 2003*

This means that sales of Tupperware, Discovery Toys, Lloyds of London,... and/or coupons such as Gold C Coupon Book, Entertainment Coupon Book, pizza coupons,... are not allowed.

### Additional Information

- Any money-earning activity hours may not be counted as service hours, or to fulfill requirements for awards and insignias.
- Girl Scout troops may earn money by providing program to other Girl Scouts.