

Money Earning Activity Guidelines

Updated September 2021

Helping girls earn and manage money is an integral part of the Girl Scout Leadership Experience. The girls in the troop play an integral part in partnership with their leaders in the planning and financing of their troop activities. This partnership gives the girls the opportunity, with adult guidance, to cooperatively set goals, manage a budget, maintain records, develop marketing and entrepreneurial skills, as well as math and management skills. As girls participate in money earning activities they learn key skills that includes goal setting, decision making, money management, people skills and business ethics.

Money Earning vs. Fundraising

Girls are never allowed to fundraise/directly ask for money; this is an activity undertaken by adults to support GSNCA as a whole or for large capital projects. Girls are allowed to participate in money earning activities that they plan and execute to support their troops' activities.

Money Earning Timeframes

- Girls may not participate in money earning during fall product and cookie program. Check the product program calendars for dates.
- Applications should be submitted at least three weeks before the event is to be conducted for approval.
- Applications for MEA for Gold Award projects must be submitted with the Gold Award project proposal.

Getting Started

- The troop/Girl Scout must have participated in cookie program. If an application is submitted prior to the fall product program troops will be encouraged to participate in the program.
- Girls need to be able to explain why they are earning money.
- Girls help develop the budget for the amount of money that is needed.
- ALL policies and procedures in Volunteer Essentials and Safety Activity Checkpoints must be followed. This includes appropriate girl to adult ratios of approved Girl Scout volunteers.
- All money earning activities must be submitted for approval using the Money Earning Application, except for the ideas listed below and as long as the activity does not take place during Fall Product Program or Cookie Program dates.

Money Earning Activities may NOT

- Involve girls directly asking for cash. (The ONLY exception to this rule is for Senior and Ambassador Girl Scouts working on Gold Award projects. Prior approval is required.)

- Involve games of chance such as raffles, drawing or silent auctions. (These activities are not allowed by the IRS for girls.)
- Per GSUSA, endorse other products. (Thirty One, Tupperware, Candle Light, etc)
- Spirit/Restaurant Nights where a percentage of sales are given to the troop unless approved by the CEO. To be approved girls must have a role in the event to include: greeters, servers, or cleaning tables.
- Fundraise for other organizations such as Relay for Life, March of Dimes, etc. Girls may participate as Girl Scouts in these activities in the role of event-support. They may help pass out water, lead the flag ceremony, opening ceremonies, etc. If girls are serving in this capacity, they should be in Girl Scout uniform.

Ideas for Money Earning Activities

- Create handmade crafts to sell, such as homemade cards at craft shows or special events.
- Face paint at a community event.
- Offer services such as washing windows, raking leaves or shoveling snow.
- Gift wrapping services during the holidays.
- Make and sell baked goods.
- Create and sell a cookbook.
- Collect aluminum cans or newspapers
- Conduct a car wash.
- Offer tutoring services.
- Provide party services for younger children (clowning, game leading, magic tricks)
- Provide a calligraphy service for addresses on special invitations.
- Yard Sales and/or Garage Sales.
- Celebrity Servers: Restaurants may offer “Celebrity Server” opportunities that girls may participate in. This is where girls may help clear tables and the restaurant donates a portion of monies to the troop.

Gold Award Projects

Girls working on their Gold Award project may need additional monetary opportunities to complete their projects. In addition to the approved money earning activities listed above, Seniors and Ambassadors may earn money for their Gold Award projects in the following ways:

- Directly ask for monetary or in-kind donations of individuals and businesses with prior approval from council staff. Girls seeking sponsorships must first submit the Money Earning Application to the Highest Awards office for approval, BEFORE any sponsorships can be accepted. Money earning activity applications for Gold Award should be submitted to mygoldaward@girlscoutsnca.org. Once sponsorship is approved, Girl Scouts must complete the Gold Award Sponsorship

Agreement form and submit it to the GSNCA Finance Office. Submission instructions are included with the form.

- Use Blackbaud's peer-to-peer crowdfunding service (with prior approval and council staff assistance.) No other crowdfunding websites (ex. Go Fund Me, etc) are allowed.

Money-Earning Progression by Grade Level

Girls must participate in the Cookie Program and are highly encouraged to participate in the Fall Product Program in order to be eligible for money earning consideration. Consideration is given to girls that have joined Girl Scouts after these sales opportunities have passed.

Daisies - It is not appropriate for Daisies to be handling money or budgets directly. However, they can be involved in making decisions about what activities they would like to do, and discussing ideas about how they might utilize the proceeds from product sales. This process will help the girls understand that activities they are interested in doing cost money.

Brownies - Brownies can be involved in making decisions about activities they would like to do as a troop and how they will earn money to do these activities. Leaders can also suggest ideas that they know the girls are capable of doing. Brownies often want to finish everything they start so make sure there is adequate time to do so. (Bake sales, collecting cans, selling handmade cards, plant sitting.)

Juniors - This age should be able to come up with some of their own money-earning ideas. Help them brainstorm ideas and make choices as a group. Juniors should begin to learn the basics of a budget. Guide them through the basics of setting up a budget for the activities they want to do for the year and how to earn money to accomplish those activities. (Examples: bake sales, collecting pop cans, selling handmade cards, plant sitting, celebrity server, raking leaves.)

Cadettes - Girls should be able to carry out budgeting, planning and group money earning projects with guidance from leaders. They should also be able to plan and carry out the money-earning projects they decide on as a group. Girls at this age will need support and guidance from leaders to stay focused on the task at hand. (Examples: bake sales, collecting pop cans, selling handmade cards, plant sitting, celebrity server, raking leaves.)

Seniors and Ambassadors - Girls should be able to carry out budgeting, planning and group money earning projects with guidance from leaders. They should also be able to plan and carry out the money-earning projects as a group. They may need minimal guidance with leaders acting more like advisors during this time. (Examples: bake sales, collecting pop cans, selling handmade cards, plant sitting, celebrity server, raking leaves babysitting.)



Money Earning Activity (MEA) Application

Procedures:

- Follow GSNCA procedures included in Troop/Service Unit Policies, Volunteer Essentials and Safety Activity Checkpoints.
- Activities may not include: product demonstration parties, raffles, drawings, games of chance, direct solicitation of cash or the sale or endorsement of commercial products. Troops cannot raise money for other organizations unless allowed by GSUSA.
- Troops must participate in the Girl Scout Cookie Program for a MEA to be considered and approved.
- Requests for money-earning activities that will take place during the Fall Product Sale, United Way blackout periods and the Girl Scout Cookie Program can only be approved on a case-by-case basis. Please direct questions to your Membership Manager, customer care, volunteer services or the finance department. These requests must be approved by the CEO.
- Money earning activities for **Gold Award Project**, the MEA application must be **submitted along with the proposal and project budget** to the Gold Award Committee.
- All MEA applications for Bronze and Silver Award projects, complete this application and forward to finance for CEO approval.

This application is for:

- Troop money earning activities, to include Bronze and Silver project money earning activities, email to gwalley@girlscoutsnca.org
- Gold Award money earning activities email to mygoldaward@girlscoutnca.org
- Service Unit money earning activities email to gwalley@girlscoutnca.org

Troop # _____ Service Unit # _____ Grade Level (circle) Da Br Jr Cad Sen Amb

Girl(s) Name(s) *(only needed for Bronze, Silver or Gold Award requests)*

Troop Leader/SUM

Email _____ Phone _____

Proposed Money Earning project _____

Date _____ Location _____

Projected Income \$ _____

Explain Money Earning Activity _____

What activity will be funded by the proceeds from this project?

Estimated Cost of Activity \$ _____

Did the troop participate in the Fall Product Program? YES NO

Did troop participate in the Cookie Program? YES NO

The information on this application is complete and correct. All the guidelines will be followed if the money-earning activity is approved.

Completed by Troop Leader for Troop Money Earning Activities

Troop Leader Signature _____ Date _____

Completed by Girl Scout for Gold Award Money Earning Activities

Girl Scout Signature _____ Date _____

Parent Signature _____ Date _____

Completed by SUM for SU Money Earning Activities

SUM Signature _____ Date _____

For Council Staff Use Only:

Date Application Received: _____

Approval for the above project is granted.

YES Written approval emailed to girl or Troop

NO Attach reason if approval is not given



Gold Award Sponsorship Agreement

This form must be completed and submitted to the GSNCA Finance Office, Attention Gina Walley, 105 Heatherbrooke Park Drive, Birmingham, AL 35242 to be processed as soon as a sponsor has been secured. A copy of the approved Money Earning Application must be attached. Refer to *Volunteer Essentials* and Troop/SU Policies for more information.

If sponsor is making a financial donation to the Gold Award Project, enclose check made out to Girl Scouts of North-Central Alabama.

GIRL SCOUT INFORMATION

Girl Scout level (circle one):

Service Unit # _____ Troop # _____ Senior Ambassador

PLEASE PRINT
 Girl Scout's Name _____
 Phone _____ Email: _____
 Address _____
 Street _____

 City State Zip

SPONSOR INFORMATION

PLEASE PRINT
 Name of Organization or Individual _____
 Address _____
 Street _____

 City State Zip

Representative's Name _____
 Phone _____ Email: _____

Sponsor will provide: Event Location: _____
 (Check all applicable) Donation, amount \$ _____
 Equipment: _____ value \$ _____
 Other, specify _____
 value \$ _____

Gold Award Sponsorship Agreement

Sponsor Signature _____

_____ Date

Girl Scout Signature _____

_____ Date

Parent Signature _____

_____ Date

CEO Signature _____

_____ Date

This form should be submitted to the GSNCA Finance Office, Attention Gina Walley, 105 Heatherbrooke Park Drive, Birmingham, AL 35242 or email gwalley@girlscoutsna.org. A copy should be sent to mygoldaward@girlscoutsna.org.