

FUNDRAISING/ADDITIONAL MONEY-EARNING FOR VOLUNTEERS

POLICY:

Girl Scout troops are eligible to earn funds for the purpose of Girl Scouting. First, they may participate in two council-sponsored product programs per year—the MagNut program in the fall and the cookie program in the winter/spring. These programs are designed to promote girl entrepreneurship and the Girl Scout Leadership Experience.

Based on age level, girls have a variety of opportunities to raise funds:

- Daisies and Indie Girl Scouts may only participate in the MagNut and cookie product programs.
- Brownies may participate in the MagNut and cookie product programs and up to one additional money-earning activity.
- Juniors may participate in the MagNut and cookie product programs and up to two additional money-earning activities.
- Cadettes, Seniors, and Ambassadors may participate in the MagNut and cookie product programs and an appropriate number of money-earning activities to support the budget of their planned activities.
- Multi-level troops may participate in the MagNut and cookie product programs and additional money-earning activities according to age-level participation.
- Travel troops/special troops may participate in the MagNut and cookie product programs and additional money-earning activities if they meet the guidelines set by our council.

Additionally, troops may organize group money-earning activities planned and conducted by girls and volunteers working together. This money is earned by the group for the purpose of supporting Girl Scout experiences.

Funds may not be distributed to individuals through cash, gift cards, scholarships, etc.

To participate in additional money-earning activities, troops must:

- participate in the MagNut and cookie programs.
 - Defining participation in the MagNut program: the troop met a per-girl average of \$25 in combined sales (magazines, nuts, and candy).
 - Defining participation in the cookie program: the troop met a per-girl average of 15 packages during the last cookie program.
 - If travel troops opt out of splitting proceeds from the MagNut and cookie programs, this requirement will be waived.

- be in good financial standing by completing an approved Annual Finance Report for the previous year,
- verify that you have read and that you will comply with our council's financial policies,
- obtain approval from our council by submitting an Additional Money-Earning Request form,
- obtain parent/guardian permission slips for all participating girls,
- follow Safety Activity Checkpoints and all safety standards set by our council,
- set reasonable financial goals based on what the girls want to achieve and,
- follow the guidelines set by Volunteer Essentials for approved money-earning activities and the management of troop funds.

Additional money-earning activities must not compete with the MagNut or cookie product programs. Selling products during the blackout period of October-November and January-March is prohibited. Hosting events and providing services during this period may be approved on a case-by-case basis.

Girl Scout troops may participate in community contests. These are donations. Cash rewards must be deposited into the troop account unless the amount is over \$249. Awards that exceed \$249 must be processed by Girl Scouts Western Pennsylvania. Contact customer care at customercare@gswpa.org or 800-248-3355 for more information on how best to manage donations of \$250 or more.

Funds earned through additional money-earning activities are the property of Girl Scouts Western Pennsylvania and must be used for the purposes of Girl Scouting following our council's financial policies.

Examples of money-earning activities that can be approved:

- Events services making/selling
- *Bake sale
- Babysitting
- *Baked goods
- Book or bike fair
- Car wash
- Craft items
- Workshop
- Caroling
- Holiday cards
- *Dinner
- Gift wrapping

- Back-to-school kits
- Dance
- Letter writing (from Santa)
- Gift baskets (selling not auctioning)
- Plays or concerts
- Leaf raking
- Your own cookbook
- Penny fair
- Scheduled walking tour
- Corsages
- White elephant sale
- Face painting
- Party favors
- Holiday social
- Recycling (ink cartridges, etc.)
- Luminaries
- *Seasonal festival
- Birthday party planning
- Gingerbread houses
- Community scavenger hunt
- Grow/sell plants

*All activities involving food must be prepared in a commercial kitchen under the supervision of a certified food handler. Items requiring refrigeration must be kept in appropriate, approved containers/appliances.

Activities that are never allowed:

- Direct solicitation for cash (Gold Award projects are exempt from this rule). This includes social media requests, crowdsourcing, website solicitations (Kickstarter, GoFundMe), and grants. (Grants must be processed through fund development).
- Thon events.
- Scrip sales (the selling of gift cards to earn proceeds for the troop).
- Internet sales of any type.
- Product demonstration parties. This includes in-home product parties and online product parties including, but not limited to, Pampered Chef, Color Street, Tupperware, Mary Kay, etc.
- Games of chance including, but not limited to, raffles, contests, bingo, basket parties, auctions, etc.

- Selling/endorsing commercial products including sales that generate profits or endorse a specific company. This includes hoagies, pizzas, popcorn, chocolate bars, coupon books, etc. It also includes “Girl Scout nights” where counter sales return a portion of the profit to the troop.
- Raising money for another organization.

PROCEDURE:

To request approval for an additional money-earning activity:

1. Set goals: Before you begin, work with the girls in the troop to determine how much money they need to reach their goals.
2. Plan: Have a brainstorming session with the troop. Not every idea may be the best but working together to develop a strategy for achieving the troop’s goals builds entrepreneurial skills and strengthens the team’s bond.
3. Submit a request using the [online form](#). Your request will be reviewed by the volunteer finance specialist who will approve, deny, or request additional information. If we deny your application, the reason will be provided. The volunteer finance specialist will collaborate with you to find a similar opportunity that aligns with our policy.
4. Once approved, it is time to put it all together. Be sure to consult [Safety Activity Checkpoints](#) for information on girl safety. Contact a staff person if you have any questions.
5. Share your success! Celebrate your achievements with the troop. Let them know how close they got to reaching their goal—or even surpassing it. If your troop wants to recommend your activity to others, please contact the volunteer finance specialist. We would love to share your experiences and make recommendations to other troops.

Regarding unapproved additional money-earning activities:

All Girl Scout troops and groups who are raising money for Girl Scouts Western Pennsylvania are required to follow our fundraising policy. If this policy is broken, the matter will be referred to volunteer relations. Based on the inquiry led by the volunteer relations coordinator, we may provide education, an action plan, a troop audit, or in the case of continued broken policy, volunteer release.