



# Application for Money-Earning Project

This form must be used by any group that wants to conduct a money-earning project other than council product sales. Council approval is required **prior** to beginning the project. Submit to GSSI, [support@girlscouts-gssi.org](mailto:support@girlscouts-gssi.org) at least 4 weeks prior to the money-earning project. (See *Volunteer Essentials* for age-level requirements.)

Troop Number/Group Name \_\_\_\_\_ Level B J C S A Service Unit \_\_\_\_\_

Name of Person Completing Application \_\_\_\_\_ Position: \_\_\_\_\_

Preferred Phone Number(s) \_\_\_\_\_

Email Address \_\_\_\_\_

Name of Group Co-Leaders (if different than above) \_\_\_\_\_

### Guidelines:

- The best way to earn money for your group is the Cookie Program. Additional money-earning projects must have documented need and be compatible with the Girl Scout mission.
- All money-earning projects must be approved by GSSI prior to the beginning of the project.
- Daisy Girl Scouts may only participate in council-sponsored product sales.
- Groups may not undertake any money-earning activities during the Cookie Program months of February and March.
- Troops seeking extra funds must have participated in the most recent cookie sale. In the case of troops forming after the most recent Cookie Program, they must commit to participating in the next available cookie sale program.
- Additional money-earning activities should be service- oriented projects and cannot be product endorsement or resale.
- Per IRS regulations, money-earning project proceeds must be used for the Girl Scout program listed below, and benefit all project participants equally.
- Only the council holds non-profit status. A troop or service unit is part of the council, but neither qualifies on its own as a non-profit organization with a unique charitable ID number. If you become aware of a funding opportunity involving an individual, foundation, or business, please contact the Fund Development Department and they will work with you to secure funding if it is an appropriate action.
- The troop/group leadership must agree to review and follow Safety Standards and Council Guidelines for product sales and money-earning projects as described in *Safety Activity Checkpoints* and *Volunteer Essentials*.

Type of Project \_\_\_\_\_

Dates of Project\* \_\_\_\_\_ Location \_\_\_\_\_

\* NO money-earning projects allowed during the Cookie Program delivery and booth sales months of February and March.

Has your troop/group participated in the Cookie Program every year it has been eligible\*? \_\_\_\_\_

\* We will be reviewing troop average and number of girls participating.

Comments regarding participation in the Cookie Program: (optional)

Has the troop participated in previous money earning for this need? \_\_\_\_\_ If yes, include profit amount in the "needs" project budget.

**Money-Earning Project BUDGET** (Complete section below or attach separate budget)

Expected Expense type & amount (may include supplies, insurance, location rental fees, service fees, etc).

Estimated Income (specify participation fees and expected participation, as applicable).

Estimated profit (Income – Expense)

What specific project or need will the money earned be used for? (Be specific.) \_\_\_\_\_

Why is a money-earning project needed? (Documentation of need is required by completing the next section.)

**"Needs" Project BUDGET:**

ie. travel budget, troop budget, community service/take action project budget (Complete section below or attach separate budget documenting the need for an additional money-earning project.)

Expenses:

Income: (Include all income sources expected to meet this need, such as troop treasury, family contributions, previous money earning, product sale proceeds, etc)

**For Council Use**

Date \_\_\_\_\_ Reviewed by Sr Leadership \_\_\_\_\_ Endorsed \_\_\_\_\_ Not Endorsed \_\_\_\_\_

If not endorsed, Reason \_\_\_\_\_

Group contacted with results on (date) \_\_\_\_\_ via (email, phone, letter) by \_\_\_\_\_

Any special considerations required of the group while carrying out this project: \_\_\_\_\_