

Money Earning and Fund-Raising Activity Group Agreement

It is important to understand that all troop money belongs equally to girls registered in the troop. Periodically, there are Girl Scout activities such as longer trips, attending the National Girl Scout Convention, etc. requiring numerous money earning and fund raising activities which may occur over the course of numerous years. The purpose of the Money Earning and Fund-Raising Activity Group Agreement is to provide best practices for GSMISTS troops that involve money earning and/or fund raising if resulting monies are not going to be divided equally among the participants.

Money earning refers to activities-organized and carried out by girls with guidance from supporting troop leaders and GSMISTS registered volunteers-that earn money for participation in Girl Scout activities.

Fund raising refers to activities-organized and carried out by troop leaders and GSMISTS registered volunteers-that earn money for participation in Girl Scout activities.

As these money earning and fund-raising activities usually take place over an extended time period, it can be expected that all girls may not participate at the same level. In cases like this, it is important to plan in advance for the equitable distribution of funds using Fund Banding.

Funds Banding refers to ranges or bands that determine equitable disbursement of funds earned during money earning and fund-raising activities. Any funds deposited into a Girl Scout account are subject to the banding requirements of the Internal Review Service. (*See Internal Revenue Service Compliance and Troop Accounts* document for more information.) Girls, with the guidance of their troop leaders and GSMISTS registered volunteers, should pre-determine banding ranges, prior to the start of any money earning or fund-raising activities, based on appropriate effort, amount of revenue earned, or activity-related banding ideas. Fund Bands cannot be calculated dollar for dollar, hour for hour, or dollar for hour.

Examples of Fund Banding:

- Range of hours of participation = \$X (10-15 hours of participation = \$75 benefit to the girl)
- Range of revenue earned = \$X (\$100-\$150 earned = \$125 benefit to the girl)

Money Earning and Fund-Raising Activity Group Agreement

The Money Earning and Fund-Raising Activity Group Agreement ensures all girls, troop leaders, GSMISTS registered volunteers, and parents/guardians have a clear understanding of expectations related to participation in money earning and fund-raising activities, including the distribution of monies earned.

Girls, with guidance from their troop leaders and GSMISTS registered volunteers, should consider the following questions and mutually determine appropriate goals and outcomes related to the money being earned. All Girls, parents/guardians, troop leaders, and GSMISTS registered volunteers must sign this agreement prior to the start of any money earning or fund-raising activities.

This agreement does not need to be approved by GSMISTS staff.

- 1. PLANNING:** What Girl Scout activity (e.g., trip, special event, community service) is money being earned for through money earning and fund-raising activities? Provide details on dates of the Girl Scout activity, length of the Girl Scout activity, mode of transportation, information on accommodations, meals, etc.
- 2. SET A GOAL:** How much money does the troop/group need to earn for the Girl Scout activity?
- 3. FUNDS BANDING:** How will money be tracked and banded for disbursement to participants? (e.g., range of hours, range of revenue)
- 4. TIMELINE:** How long does the troop/group have to plan, coordinate, and execute the money earning and fund-raising activities?
- 5.** What happens if a girl or troop leaders/GSMISTS registered volunteer(s) leaves the troop/group prior to the Girl Scout activity for which the money is being earned?
- 6.** What happens if a girl joins the troop/group after planning and coordination of the Girl Scout activity has started?
- 7.** What happens if a girl cannot attend the Girl Scout activity after helping plan, coordinate, and participate in the money earning activities? In this case, the girl has participated in the planning, coordination, and has participated in money earning activities and then finds out she cannot attend the activity.
- 8.** What happens if a girl cannot attend the Girl Scout activity for which money is being earned through money earning or fund-raising activities? In this case, the girl knows she cannot attend prior to the start of any money earning activities.
- 9.** What happens if a girl cannot attend the troop/group money earning activities and raises funds on her own?
- 10.** What are next steps if the troop/group does not raise enough funds for the planned Girl Scout activity?

- 11.** What troop leaders and GSMISTS registered volunteers will go on the trip to ensure ratio and safety standards are met? Who decides this? Do the troop leaders and GSMISTS registered volunteers have to pay their own way?
- 12.** What happens if a parent/guardian wants to participate in the Girl Scout activity? Is this permitted? Do they pay their own way?
- 13.** What happens if a girl is disruptive during the Girl Scout activity? What are the consequences?
- 14.** If traveling and someone must be sent home, who pays for the transportation? What if someone needs to return home due to an emergency situation?

Date:

Girl Signatures:

Adult Signatures: