



Girl Scouts of Central Texas  
**Money-Earning Project Application**

This application is for troops/groups/Service Units/girl(s) wanting to earn money for special events, fundraising, or award projects. This application may be used for one-time events/projects, or for a recurring event/project throughout a program year.

**Instructions:**

- After completing, submit application to Service Unit Director (SUD) 4+ weeks before date of project or event for approval.
- SUD \* reviews application, and approves/denies application.
- SUD forwards application to Council Membership Development Executive (MDE) who will maintain a copy of the approved/denied application.
- MDE forwards a copy of the approved application to Council Fund Development Department.

\* Service Unit Director reviews and approves/denies all troop/group Money-Earning Project application. For troops without a SUD, Council MDE approves. Silver Award projects must be approved by SU Silver Award Consultant. Gold Award and Special Interest projects (Special Interest groups without a SUD) must be approved by Council Program Lead. Troops/Groups/SUs hosting Money Earning Projects for Scout Houses must submit application o SUD and Council Facilities Director for approval.

Note: Concession money earning is a different application, and must be approved by Council CFO prior to working.

EVENT/PROJECT CONTACT INFORMATION			
Event/Project Organizer's Name: _____	Best Phone #: _____		
Email Address: _____	Volunteer Title: _____		
Troop/Group #: _____	Service Unit: _____		
Age level(s): <input type="checkbox"/> Brownie <input type="checkbox"/> Junior <input type="checkbox"/> Cadette <input type="checkbox"/> Senior <input type="checkbox"/> Ambassador			
TREASURY INFORMATION			
Current Balance of Checking Account: \$ _____	+ Cash on hand	\$ _____	= Total \$ _____
Fall Product Sales profit earned \$ _____		Cookie Sales profit earned \$ _____	
MONEY EARNING INFORMATION			
Proposed money earning project: _____ _____			
Describe need. What Girl Scout program/project will it support? _____ _____			
Date(s): _____		Time(s): _____	
Location(s): _____			
Estimated profit: \$ _____			
ACKNOWLEDGEMENT OF REQUIREMENTS & SIGNATURE			
<i>Checked items below indicate that I will comply or have complied with the requirements.</i>			
<input type="checkbox"/> I have attached a troop/group/event budget, or financial plan.			
<input type="checkbox"/> I have read Volunteer Essentials, Chapter 5, "Money-Earning Basics" section			
<input type="checkbox"/> Flyer or announcement for the event/project follows brand guidelines and is/are attached for approval.			
<input type="checkbox"/> Local city/county permits are secured, if applicable.			
<input type="checkbox"/> Additional Girl Scout non-member insurance has been purchased, if applicable.			
<input type="checkbox"/> I will have permission slips for girls participating at the event, or during the project.			
<input type="checkbox"/> I will report the Money-Earning Project income on my year-end Troop/Group/SU Financial Report for the income earned during the current reporting year.			
_____ Troop / Group Leader / Event Organizer Signature		_____ Date	
SIGNATURES			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	_____ SUD Name (Print)	_____ Signature	_____ Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	_____ Council Representative Name (Print)	_____ Signature	_____ Date