



MONEY-EARNING REQUEST FORM

Girl Scouts Western Oklahoma
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www.gswestok.org

MONEY-EARNING GUIDELINES

- Gold, Silver and Bronze Award money-earning activities must be coordinated with the Fund Development Department.
- Money earned is Girl Scout money and can only be used to cover girl expenses and expenses of adults needed to meet parent-to-girl ratios. Additional adults participating in programs, events or trips must cover all of their own expenses.
- All money earned for events is considered Girl Scout money and can only be used for girl programming. Money-earning activities **cannot** benefit any other organization.
- Money-Earning Request forms must be completed and returned to the Fund Development Department for approval at least 30 days prior to the money-earning project. **DO NOT** engage in money-earning activities until approval is received.
- Girls must participate in the Council Fall Product sale and Cookie Sales to receive approval for money-earning projects and must complete the Money Earning Evaluation within 30 days of the money-earning activity. The requested money-earning activity must also meet the five (5) leadership outcomes.
- If the Money-Earning Request is for an Extended Trip, an approved Activity Request Form or Extended Trip Request Form must accompany this request.
- Money Earning Activities may not be completed during the Girl Scout Cookie Sale, the Fall Product Sale, or United Way blackout periods (in applicable regions).
- **All money earned for this activity is considered Girl Scout money for girl programs and cannot benefit an individual.**
- **All money earned through the approved money-earning activity must be sent to council for processing and receipting. Money will then be allocated to the appropriate Troop/Group/SU/Individual project.**

GROUP INFORMATION

Troop # _____ Service Unit _____ Age Level (Circle One) MULTI BR JR CD SR AM
 Leader/Girl Name _____ Application Date _____
 Address _____ City _____ State _____ ZIP _____
 Phone # () _____ Email _____ Number of Girls Participating _____

FINANCE

Money Earning Goal \$ _____
 Total amount needed (attach itemized budget) \$ _____
 How will this money be used? _____

Troop/Individual financial report is on file at the Council? Yes No
 Troop/Individual participated in the Council Cookie Sales? Yes No
 Troop/Individual participated in the Council Fall Product Sale? Yes No
 If the answer to any of the above questions in No, please explain _____

PROJECT INFORMATION

Description of Project; in 2-3 sentences, please explain how the activity will earn funds, including who will be solicited, how girls will participate, and any other pertinent information: _____

PROJECT INFORMATION – CONT'D

Date of Project: _____

Location: _____

Will any clubs, businesses or organizations be contacted for support? Yes No

If yes, who will be contacted and how frequently will money-earning activities take place? _____

Project must meet the five (5) leadership outcomes. Please check all that apply:

- Girls develop a strong sense of self. Girls have confidence in themselves and their abilities, and form positive identities.
- Girls develop positive values. Girls act ethically, honestly, and responsibly, and show concern for others.
- Girls seek challenges in the world. Girls take appropriate risks, try things even if they might fail, and learn from mistakes.
- Girls develop healthy relationships. Girls develop and maintain healthy relationships by communicating their feelings directly and resolving conflicts constructively.
- Girls can identify community problem solving. Girls desire to contribute to the world in purposeful and meaningful ways, learn how to identify problems in the community, and create "action plans" to solve them.

I understand and agree to adhere to the regulations in GSWESTOK's Fund Development policies (available at <http://www.gswestok.org/forms/>) concerning this project and understand that permission must be obtained from parents before this project begins. Furthermore, I understand funds raised by this money-earning activity must be sent to the Council for processing, receipting, and acknowledgement if donors wish to be receipted for tax purposes.

LEADER'S SIGNATURE

DATE: _____

For Council Use Only

Financial Information on File? Yes No

Approved Bank Account? Yes No

Participated in Cookie Sale? Yes No

Participated in Fall Product Sale? Yes No

In good-standing with Council? Yes No

United Way Campaign Conflict? Yes No

Money-Earning Request Status: Approved Denied

Staff Signature _____

Reason? _____

Date _____