



**Raising money?**  
Have you considered Snacks + Magazines, the Fall Product Program? It's just two weeks every October and an average troop makes more than \$200!

# Troop Money-Earning Project Approval Form

All money-earning projects must meet GSUSA and River Valleys' policies and standards. Approval forms are required for projects earning \$100 or more. Before completing this approval form, please review Volunteer Essentials. Submit this form to River Valleys at least 30 days prior to your proposed plans. Incomplete approval forms may be returned and may result in processing delays. Full guidelines are available at [GirlScoutsRV.org/money-earning](http://GirlScoutsRV.org/money-earning). If you have questions, email [MoneyEarning@girlscoutsrv.org](mailto:MoneyEarning@girlscoutsrv.org).

Troop #: \_\_\_\_\_ Service unit name: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Email address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Troop program grade level: \_\_\_\_\_

### About your project:

Describe your project (please be specific): \_\_\_\_\_  
How will girls be involved in this project? \_\_\_\_\_  
Date and location of project? \_\_\_\_\_  
What troop program or activity will this project fund? \_\_\_\_\_  
Dollar goal (income minus expenses): \_\_\_\_\_

### Check all that apply:

- Girls have been involved in the planning and budgeting of the project.
- Parent/guardian permission has been obtained for all girls in the project.
- Troop has turned in previous year's finance report to council.
- The troop has participated in the most recent Cookie Program.
- The troop has participated in the most recent Fall Product Program.
- The project will not be carried out during the Cookie Program, during the order-taking period of the Fall Product Program, or in conjunction with our service unit's family fundraising campaign.
- The project does not include a game of chance (raffle, drawing, silent auction) or direct solicitation of cash.
- The project does not endorse/promote any business or involve the sale of commercial items.
- The project does not raise money for another charity or organization.
- Girl Scout Daisies are not involved in this money-earning project.
- The project will not be promoted through paid advertising.
- The troop will receive 100 percent of the proceeds earned.
- The troop will follow food licensing guidelines and purchase a license if applicable.
- The project will not be done door-to-door or on the Internet.
- Our service unit will not profit from this money-earning project.
- We agree to follow River Valleys' and GSUSA policies and standards in Volunteer Essentials and Safety-Wise.

We understand this is a request for approval. We will not make final arrangements until we have received approval from River Valleys. If significant changes occur to this project, we will notify River Valleys by emailing [MoneyEarning@girlscoutsrv.org](mailto:MoneyEarning@girlscoutsrv.org).

Girl representative signature: \_\_\_\_\_ Date: \_\_\_\_\_

Adult representative signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fill out form completely and send to:

Girl Scouts River Valleys  
Troop Finance Specialist  
400 Robert St. South  
St. Paul, MN 55107

Fax: 651-227-7533

Email: [MoneyEarning@girlscoutsrv.org](mailto:MoneyEarning@girlscoutsrv.org)

**Staff use only**  
Request is  approved  denied \_\_\_\_\_  
*(reason for denial)*  
Troop notified on: \_\_\_\_\_ By: \_\_\_\_\_  
Staff signature: \_\_\_\_\_ Date: \_\_\_\_\_