

Money-Earning Application (MEA)

This form is used by **Troops/Service Units** that want to hold money-earning activities in addition to Council-sponsored Fall & Cookie Programs. This form **cannot be used for GS Gold or Silver Award candidates**. Troops must have participated in both the Fall & Cookie Programs to be approved. **GS Daisies do not participate** in money-earning activities. **Troops** must complete the MEA & forward to their Service Unit Manager **two months** prior to the proposed activity. **Service Units** must complete & forward to their assigned Troop Support Manager, **two months** prior to the proposed activity. Adults managing funds must be **registered** and have completed a **criminal background check**.

A MEA must be accompanied by a **Troop/Group Activity Application (TGAA)** and flyer for approval, if applicable. Troops/Service Units must have submitted an **Annual Troop/SU Finance Report** for the previous year to Council. Please review **Tools to Lead Procedures Guide – Chapter 4 Finances** before completing.

Troop # _____ Level _____ # of girls in Troop _____ Service Unit _____

Name of person in charge of activity _____ Cell _____

Email _____ City/St/Zip _____

Date of activity _____ Location _____

Describe your activity _____

How will the girls be involved in this activity? _____

Purpose for which money is needed? _____

Total Cost for Money-Earning activity _____ Amt. needed _____ Est. Income _____

Check all that apply:

- | | |
|--|--|
| <input type="checkbox"/> Girls have been involved in the planning & budgeting of the activity. Parent/guardian permission has been obtained for all girls. | <input type="checkbox"/> The activity does not include direct solicitation of cash or gift cards and does not include a game of chance (raffle, 50-50, tricky tray, bingo, or GoFundMe accounts) |
| <input type="checkbox"/> Troop submitted previous year's finance report to Council | <input type="checkbox"/> Does not endorse/promote any business |
| <input type="checkbox"/> Troop has participated in the most recent Cookie Program Proceeds \$ _____ | <input type="checkbox"/> Does not involve the sale of commercial items |
| <input type="checkbox"/> Troop has participated in the most recent Fall Program Proceeds \$ _____ | <input type="checkbox"/> Does not raise money for another charity or organization |
| <input type="checkbox"/> The activity cannot take place during the Fall Program or the initial order period of the Cookie Program | <input type="checkbox"/> Flyer has been submitted for approval. Flyers cannot list a charge for admission and should read "Donation" or "Suggested Donation" |

We understand that this is a request for approval. Final arrangements will not be made until approval has been received from Girl Scouts of Northern New Jersey. We agree to follow policies & standards stated in Volunteer Essentials, Safety Activity Checkpoints and Tools to Lead Procedures Guide. It is understood that any money earned belongs to the Troop/Service Unit and does not become the personal property of individual members.

Signature of Person in Charge of Activity _____ Date _____

Service Unit Manager Signature _____ Date _____

Staff Use Only-Final Review by Money-Earning Task Group

Request is _____ Approved _____ Denied; Reason for Denial _____