



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 Sale Programs. This form **cannot be used for GS Gold or Silver Award candidates**. Troops must have participated in both the Fall & Cookie Sale Programs in order 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)**, an **Annual Finance Report**, and **flyer for approval**. Before completing, please review **Tools to Lead Procedures Guide – Chapter 4 Finances**.

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 Troop/SU activity _____ Amt. needed _____ Est. Income _____

Check all that apply:

- Girls have been involved in the planning & budgeting of the activity
- Parent/guardian permission has been obtained for all girls
- Troop submitted previous year's finance report to Council
- Troop has participated in the most recent Cookie Sales Program. Income \$ _____
- Troop has participated in the most recent Fall Product Program. Income \$ _____
- The activity cannot take place during the Fall Product Sale or the initial order period of the Cookie Sales Program
- The activity does not include direct solicitation of cash or gift cards
- Does not include a game of chance (raffle, 50-50, tricky tray, bingo, Or GoFundMe accounts)
- Does not endorse/promote any business
- Does not involve the sale of commercial items
- Does not raise money for another charity or organization
- 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 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 _____