



Highest Awards Funding Guide

Options for Funding Your Highest Award Project

girl scouts
san diego
sdgirlscouts.org
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Council-sponsored product sales.

Participating in the Girl Scout Cookie Program and Fall Product Program is one of the best ways to earn money for your highest award project. And because these activities get you out in your community, they offer an opportunity to talk to others about your award. You never know, a cookie booth might be just the place where you'll meet a volunteer for your project or a person who can support you in another way. However, you may not use Cookie Bucks to fund your Girl Scout highest award project.

Troop/group money-earning. These are activities that are organized by your troop (not by Girl Scouts San Diego). Examples include car washes, present wrapping stations, bake sales, garage sales, recycling, etc. Please complete the [Money-Earning Project Application](#) for any money-earning activity.

Donations. You can seek donations from individuals, businesses, and community organizations. Girls, under the guidance of their mentor, must let council know if they plan on receiving donations. **Notification should go to give@sdgirlscouts.org if you decide you will be seeking donations.** The notification should include your first and last name, how much you hope to fundraise, and what account you have agreed upon using (troop account if you are in a troop or service unit account if you are an independently registered member). The value of all donations must be indicated as income on your Troop/Group Annual Financial Report.

- **Monetary Donations.** All solicited cash donations with the intended purpose of being used for highest award project expenses must go through council. Donations to support highest award projects cannot be made to personal banking accounts, including venmo, cashapp, zelle, or checks made out to individuals. All donations will be passed through to troop or service unit banking accounts on a monthly basis. If there is a single donation in the amount of \$250 or greater, \$249.99 will be passed through to the troop and the remaining funds will stay with council to support mission-advancement activities. All cash donations are tax-deductible to the extent allowed by the law. **The**

donor must fill out [this form](#) for us to process the monetary donation. If a donor prefers to send a check in the mail, it can be made out to "Girl Scouts San Diego" and mailed to: 1231 Upas St, San Diego, CA 92103. All donations should be accompanied by your first and last name and your troop #, or if you're an independently registered Girl Scout, your first and last name and your Service Unit # or name.

- **In-Kind Donations (Supplies and Equipment).** When receiving in-kind donations (e.g., paint from a store), it is recommended to get a receipt showing the value of the items. **You must submit [this form](#) to council upon receiving the donation and include any in-kind donation information with your award's final report.**

Earning grants. If you are applying for a grant to help fund your project, please reach out to give@sdgirlscouts.org for guidance and approval.

Using your own money. You can use your own money, but working toward a highest award isn't meant to be a hardship on you or your family. It's more of a learning opportunity. So put on your creative thinking cap. Start by designing your project so that it's sustainable without ongoing funds from you. And think about easy activities you can do to earn the money you need to get started. Consider pet-walking, babysitting, lawn mowing, recycling, tutoring, or making something to sell. The possibilities are endless!

Forbidden Money Raising Activities as a Girl Scout

You cannot:

- Raise or solicit money for other organizations.
- Raise money by associating Girl Scouts with a product, political viewpoint, or cause (like Avon, Mary Kay, Tupperware, Pampered Chef, candle parties, etc.).
- Sell products that create profits for a business besides Girl Scouts, like selling M&Ms, Krispy Kreme, See's Candies, Pizza Hut, Papa John's, Rubio's or other restaurants, catalog sales, etc.
- Sell items on the Internet.

- Use crowdfunding sites (no Kickstarter, IndieGoGo, or GoFundMe).
- Raise money using games of chance like bingo, a raffle, or a contest.

Reminders

Money earned from product sales and troop/group money earning projects belongs to the whole troop. You'll need permission from your troop to use any of these funds. Present your project and your proposed budget to your troop. Let your troop decide if they'll help fund your project. If they agree, request a letter that is signed by each member of the troop and the troop leader.

Although you are soliciting donations in support of your highest award project, these are funds that belong to the whole troop/service unit and are not restricted to your project specifically. You'll need permission from your troop/service unit to use any of these funds. Present your project and your proposed budget to your troop. Let your troop decide if they'll help fund your project. If they agree, request a letter that is signed by each member of the troop and the troop leader.

All girl-solicited donations for highest award projects must stay with the troop. If project expenses do not exceed fundraised dollars, funds stay with the troop/service unit for a mutually agreed upon use for the benefit of the entire group. There should also be a discussion and agreement between you, your mentor, and your troop or service unit treasurer of how expenses related to your project will be reimbursed or taken directly from the group bank account.

When soliciting donations, an adult, like a family member or troop leader, must do the actual asking for Bronze and Silver Award projects. If writing emails or a letter, an adult must sign the bottom and use his or her email address or postal address for Bronze and Silver Award projects. If asking in person, the girls can provide all the details, but an adult must be the one to say, "Would you be willing to donate to help make this project happen?" for Bronze and Silver Award projects.

Seniors and Ambassadors doing a Gold Award project can solicit their own donations.