



Learn To Lead 3: *Money Management*



girl scouts
of central california
south



This segment covers essential topics for effective troop financial management. We clarify expectations for handling troop finances, budgeting, and managing accounts, while exploring ways to involve Girl Scouts in money management. We provide tools for financial planning and encourage transparency to enhance the Girl Scout experience. Finally, we outline actionable steps to help leaders create a financially responsible and engaging environment for all!

Girl Scout Promise

On my honor, I will try
To serve God* and my country,
To help people at all times,
And to live by the
Girl Scouts Law.

*Members may substitute for
the word god in accordance
with their own spiritual
beliefs.

Girl Scout Law

I will do my best to be
Honest and fair,
Friendly and helpful,
Considerate and caring,
Courageous and strong, a
and Responsible for what I say and do,
and to Respect myself and others,
Respect authority,
Use resources wisely
Make the world a better place,
And be A sister to every Girl Scout.

**Girl Scout Promise and Law
should be modeled by Girls, Leaders, Volunteers, and GSCCS Staff**



Money Manager

The Money Manager oversees troop finances, making it easier for everyone to enjoy fun activities! You'll manage the bank account, track income and expenses, and maintain clear records. This role empowers girls with financial skills while fostering teamwork. Together, we can create an exciting and successful troop experience!

- **Budgeting:** Create and manage the troop budget
- **Tracking:** Monitor income and expenses
- **Fund Management:** Oversee funds from cookie sales and fundraising
- **Documentation:** Ensure proper financial records are maintained

Keep in Mind

Cash

Minimize cash transactions and document cash-only transactions with receipts. Troops should not hold cash for more than a week.

Document

Save a copy of all receipts, bank deposit slips, monthly bank statements, and keep a list of checks written from the troop account on the annual financial worksheet. Reimbursements may be issued with proof of receipt to the Troop Leader/Troop Money Manager

Apps

Venmo and Apple pay are a personal account and therefore, the Girl Scout Troop has no right to the funds in the account. So if the funds are never moved into the Girl Scout Troop Account, there is nothing GSCCS can do to get those funds for the Girl Scouts that earned them. Secondly, a personal funds transferred from your Venmo and Apple Pay may be subject to additional taxable income if the IRS or state audits their tax return.



Forms and Documents



- Financial Forms and Resources
- Annual Financial Worksheet
- Money Earning Guidelines
- Girl Monthly Financial Report

Adult Program Guide



- Everything you need to plan and have a successful Girl Scout year.
- Troop Roster
- Meeting Management
- Finance Tracking
- Full calendar to plan out your year

Troop Bank Account



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Annual Reporting

Annual financial reporting is vital for ensuring transparency and accountability in each Girl Scout troop. By tracking income, expenses, and budgets, troops can manage funds responsibly and effectively support activities. This practice fosters trust among families and empowers girls with essential money management skills, ultimately strengthening the troop's integrity and financial health. This practice is not only necessary, but also essential for troops that want to participate in Fall Product and Cookie programs.



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Example

We're excited to share an example of an Annual Financial Tracker! You can find this tool in the Adult Planner Guide. While we highly encourage its use, feel free to choose any method that works best for you and your needs!

Troop Budget	OCT	NOV	DEC	JAN	FEB	MAR
Income Tracking						
Troop Dues						
Product Program						
Money Earning						
Fees for Activities						
Monetary Donations						
Other						
TOTAL INCOME						
Expense Tracking						
Meeting Expenses						
Badges/Patches/etc						
Product Program ACH						
Membership Fees						
Volunteer Training						
Banking & Admin						
TOTAL EXPENSES						



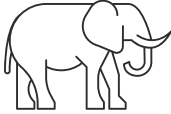
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Next Steps

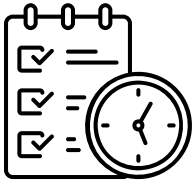
Get Ready for Product Program



Fall Product starts October 1st and Cookie Program starts February 2nd! Meet with Volunteer Team and decide who will be your Product Coordinators!

Learn to Lead 4: Year Planning

Using the Adult Program Guide for Effective Planning:



- Refer to the Adult Program Guide as you meet with your troop to plan the year. Involving Girl Scouts in the planning process allows them to voice their interests in journeys and badges, fostering teamwork and conflict resolution skills.
- Update families on these interests by sharing the Program Guide link, highlighting activities and events where they can get involved and support the troop. The guide also includes a calendar for year planning and essential documents to ensure a successful and organized year.

Coming This Summer:

- We will use everything you learned over the year to meet back up and start planning your next year!

Customer Care



Should be your initial point of contact for any questions, please reach out
(800) 490-8653



customer_care@girlscoutscs.org

Girl Scout Innovation Center
2160 Mars Court,
Bakersfield, CA 93308

Contact Us:
(800) 490 - 8653
girlscoutscs.org

Fresno
1377 W Shaw Ave,
Fresno, CA 93711

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