The Family Partnership Campaign is an annual opportunity for Service units to financially support Girl Scouts of the Chesapeake Bay. Funds ensure that Girl Scouting is available to all girls. We encourage every service unit to plan an event that benefits the campaign. Events may be held anytime during the membership year.

Money-earning activities require written permission from the Service Unit Manager, the Service Unit Auditor and GSCB Chief Development Officer. **Appropriate approval must be secured prior to conducting the fundraiser.**

Before undertaking money-earning activities, applicants must become familiar with GSUSA and GSCB standards and guidelines and ensure that the following steps have been completed and incorporated into the planning process:

- GSUSA’s appropriate Safety Activity Checkpoints and Volunteer Essentials guidelines have been reviewed and are incorporated in the planning process.
- Prepare a budget and plan for the money-earning activity, which includes the anticipated income and expenses.
- Restaurant fundraisers and product demonstration parties are acceptable for the Family Partnership Campaign since they will benefit the entire council. A 100% of the restaurant proceeds must be turned into the council.
- Fundraising events such as “Beer and Cookies” and “Wine and Cookies” are permitted to benefit Family Partnership. Any event involving alcohol must be an “adult only” event and all materials associated with the event must clearly state “attendees must be 21 or older.” There may **not** be any girl involvement including selling of cookies on the event property, advertising the event, or planning the event.
- Games of chance (50/50, quarter auctions, roulette type games) are acceptable as Family Partnership fundraisers. For any type of gambling related activities all state and local laws must be obeyed and appropriate permits obtained by the service unit. Any games of chance activities must be an “adult only” event and all materials associated with the event must clearly state “attendees must be 21 or older.” There may **not** be any girl involvement including selling of cookies on the event property, advertising the event, or planning the event.
- Girl Scouts forbids the direct solicitation of cash (including gofundme.com).
- Service units are **not** eligible to solicit grants.
- Funds acquired through money-earning projects must be reported and accounted for on the DCR.
- Comply with state and local laws regulating sales by minors and food handling.
- Completion of the money-earning activity application and the budget work sheet must be forwarded to the Service Unit Manager and Service Unit Auditor for written approval at least four weeks prior to the money-earning activity and then submitted to GSCB two weeks prior to activity.

**Using Online Resources to Market a Money-Earning Activity**

- Service units can market their money-earning activity on social media sites like Facebook or Twitter or sending emails to friends and family members, as long as they use a group email address, the account or address of a parent/guardian or adult volunteer or a blind email address (in which the recipients cannot see the sender’s email address).

- Sales may not be transacted on the Internet (for example, through a site that has an electronic shopping cart). Service units can, however, receive order commitments for sales via email or the Internet. In other words, potential customers can relay (via email or a Facebook post, for example) that, “Yes! I’d like to commit to support your money-earning activity.”

**Submission of Money-Earning Application to GSCB**

- SU Family Partnership Events – Denise Eberspeaker – deberspeaker@cbgsc.org

**Money-Earning Ideas**
Entertainment:
- Movie night
- Miniature Golf Tournament
- Skating Party
- Rope Runners
- Family Day at a Girl Scout Camp
- Talent show
- Themed Dance
- Play or puppet show

Food/Meal Events:
- Restaurant Night
- Spaghetti dinner
- Pancake breakfast
- Lunch box auction (prepared meal auctioned off)
- Bake sales
- Homemade sub sale
- Meals at volunteers’ meetings
- Concession stand at a Girl Scout event
- Themed meals, such as High Tea

Specialty Products (must create a personalized note, ribbon or creative packaging customized by girls):
- Cookbook
- Christmas trees or wreaths
- Crafts (crochet, needlepoint, jewelry, ornaments)
- Yard or garage sale
- Roses for Valentine’s, Mother’s, Grandparent’s Day

Collections/Drives:
- Banks – Create banks and collect loose change at home
- Bottle and can recycling
- Cell phones for refurbishment
- Used ink cartridges
- Christmas tree recycling

Adult-Only Events:
- Wine and Cookies
- Beer and Cookies
- Quarter Auction
- Raffle
- Product Demonstration Parties
Family Partnership
Money-Earning Activity Application

Please fill out and submit to the Service Unit Manager and SU Auditor at least four weeks prior to money-earning activity. Form must be received by GSCB at least two weeks prior to money-earning activity.

Today's Date ___________ Service Unit ___________ Event Date ___________

Event Coordinator__________________________________________________________

Address ___________________________________________________________________________________

City________________________________________State _____________________ Zip code _____________

Day phone ___________________ Cell phone ___________________ Email __________________________________

Name of event _________________________________________________________________

Location of activity (name, street, city, state)
____________________________________________________________________________________
____________________________________________________________________________________

Describe activity in detail
____________________________________________________________________________________
____________________________________________________________________________________

Expected expenses $ ______________ Expected earnings $ ______________

Expenses anticipated
Supplies $ _______________
Site/janitorial fees $ _______________
Food/Beverage $ _______________
Insurance* $ _______________
Other: ________________ $ _______________
____________________________________________________________________________________

Solicitations: If you plan to solicit for in-kind or cash donations to support the event please forward a list of the businesses you wish to approach along with this document. You must have approval from the Fund Development Department prior to approaching any business for donations.

Agreement: We understand that this is a request for approval. We will not make final arrangements for money-earning activities until we have received approval. We have read and agree to adhere to GSUSA and GSCB policies and standards. If during the planning process, significant changes occur in the information on this application, we will notify GSCB.

Signature of Event Coordinator_______________________________________________ Date ____________

Signature of Service Unit Manager ____________________________________________ Date ____________

Signature of Service Unit Auditor _____________________________________________ Date _____________

Signature of GSCB CDO ____________________________________________________ Date _____________

* Make sure to check Safety Activity Checkpoints to determine if Mutual of Omaha additional insurance must be submitted if event will have non Girl Scout participation.