

# Highest Award Project Funding Summary

All Highest Award project funding must follow [GSUSA](#) (Blue Book page 20) and [GSNYPENN Policies](#) (Pages 18-20).

**Troop Funds:** Troop funds may be used for a Highest Award project if all troop members agree. A separate accounting of Highest Award project income and expenses is requested as part of the troop annual finance report.

**Project Accounting:** Keep track of project income and expenses in a spreadsheet or other document. All award projects are required to report project income and expenses in the award final report.

**Additional Money Earning: Requests for Money Earning Activities (MEAs) must be preapproved by the Membership Support Department.** Consult the GSNYPENN policy document for the prerequisites to request MEA approval, the fundraising blackout periods, and what are appropriate Money Earning Activities for Girl Scouts. The Money Earning Activity request form can be obtained from our website: [Request for Money Earning Activity \(MEA\) \(jotform.com\)](#)

**Cash Gifts:** As per national Girl Scout policy, no Girl Scout is permitted to ask for gifts of cash from any entity. However, if a troop leader, parent, or adult volunteer has a connection in your community for possible cash gifts, please consult with the Advancement Department where it will be determined how to work in partnership to secure the gift. GSNYPENN is the only legal entity that can secure and process cash gifts as a condition of our 501(c)(3) status.

**Exception for Gold Award projects:** Girl Scout Seniors and Ambassadors may solicit philanthropic donations to the Council of cash or in-kind goods for Girl Scout Gold Award projects, provided they have secured prior written permission from the Advancement Department.

**In-kind Donations:** In-kind donations of a value less than \$100 may be accepted by a troop/group/unit. In-kind donations over a \$100 value should be accepted at the Council level only. All requests for in-kind support must be approved by the Advancement Department.

**Grants:** A Girl Scout who wishes to apply for a small grant (\$1,000 or less) to fund a Gold Award project must inform the Advancement Department at least four months prior to any scheduled program or event. Once notified, the Advancement Department will reach out to discuss the funding need. When council pre-approval is received the Girl Scout may then apply for the grant. Silver and Bronze projects may not be funded by grants.

**All requests for in-kind or monetary support must be preapproved by the Advancement Department.** For more information and to submit a request please use this link: [Request for In Kind Donation or Monetary Donations \(jotform.com\)](#)

**Donor Designated Gifts:** If an individual donor or businesses wishes to make a gift of cash to a specific troop/group then the individual donor or business must send their donation directly to Council with an explanatory letter including the project name, troop number or Juliette name that they wish their gift to be directed. Once the check has been processed, council will remit the donation to the appropriate troop or Juliette.

This document is provided only as a summary of Highest Award fundraising options. Please refer to the current policy documents for the most up to date and full details. Questions: [info@gsnypenn.org](mailto:info@gsnypenn.org).