

Girl Scouts of Northern California

Financial Procedure for when Groups or Troops Change

Definition of Group

Group is the term used to apply to all gatherings of girls whether a troop or an interest group. For the purposes of this document, the term “group” is used to economize on space.

Girls Changing Groups

If one or more girls move from one group to another group within the council, their original group account stays intact and **no funds are transferred**. When girls are placed/accepted into an existing group they participate in the activities planned by that group and work within the constraints of that group’s treasury.

Disbanding Groups

A disbanded group is a group that is no longer meeting or the group has not registered for at least 3 months from the expiration date of the last registration. The leader must complete a Disband Troop Form and submit to the Service Unit Director/Leader Support Manager, along with a Troop Annual Financial Report and any other supplies or materials belonging to the troop. If one or more girls from a disbanding group are placed into one or several other active groups within the council, a percentage of the group funds transfers to the new group(s). This percentage is determined by dividing the total amount in the account by the number of girls in the group at the time of disbanding. This division is made regardless of an individual girl’s contribution through product sales and other money earning means.

Transfer of funds: The apportioned amount of money per girl is transferred directly from the disbanding group bank account to the other active group(s) bank account(s) and may not be given to any individual girl or adult. The transfer of funds must take place within 60 days of the group disbanding. The Council will hold all un-apportioned funds until the beginning of the next membership year but in no case less than 12 months from the date of disband. If the group reactivates during this period, the funds will be returned to the group by written request to the Council.

Merging Groups

If two groups merge, the funds from both groups are combined into one account.

Bridging Groups

Multi-age groups with girls bridging to a new level and thus into a new group may transfer a proportionate amount of the former group funds to the new group. The former group is not considered disbanded.

Splitting Groups

If a group decides to split or divide, forming one or more **new** groups, the funds are split in proportion to the number of girls who will be in each of the groups.

SUMMARY ON DISBURSAL OF GROUP FUNDS

- Individual girl leaves group and does not continue in Girl Scouts – no funds move.
- Individual girl moves to another group – no funds move.
- Group disbands and girl moves into another group – portion of funds transfers.
- Group disbands and no girls continue in Girl Scouts – funds are held by the Council until start of next membership year but in no case less than 12 months from the date of disband.
- Group ends and some girls bridge to new troop – portion of funds transfers.
- Groups merge – funds are combined.
- Group splits into two or more groups – funds are divided in proportion to number of girls in each group.

NOTE:

“The funds are for Girl Scout activities and are not to be retained by individuals as their property” (Safety-Wise Program Standard 28, pg. 74). No group funds may be given to any individual.