



Troop Roll-Over Fund Application

Troop Roll-Over Fund Application: Troop accounts are generally closed after receiving the year-end finance and inventory report, prior to the OC Audit. The OC then determines the amount of money troops begin with the following year in order to ensure that girls who participate in Girl Scout money earning activities with their troop are able to participate in the activities they voted on.

However, there are times when a group/troop may have a long-term goal that requires more financial planning than a year such as travel or a large service project (take-action or bronze, silver, or gold award). Troops may submit a *Troop Roll-Over Fund Application* to their OCMT. Troops may also use the *Troop Roller-Over Fund Application* to request funding for summer activities. These receipts and/or left-over monies will be due before the new troop funds will be issued to start the new girl scouting year. The OCMT makes the decision based on the best interest of most of the girls in the troop.

Remember. The income from product sales does not become the property of individual girl members.

Guidelines:

1. Troops who wish to apply for roll-over funds must provide a complete timeline and budget for the project or activity they wish to roll-over the funds for.
2. Troops must apply for roll-over funds by May 30th for the following year.
3. The OCMT may deny a request based on the request not benefiting most of the girls in the troop, or because the proposed project or activity is not compliant with Girl Scout policy.
4. Partial roll-over funds may be granted with an explanation from the OCMT.
5. The purpose of roll-over funds is for long-term planning. Should girls not implement their proposed activity or project by the deadline on their timeline the OC may transfer the roll over fund amount minus the typical troop start up fund amount back to the OC.
6. Roll-Over funds for summer activities are by reimbursement only in the fall only after OCMT approval.
7. All troop representative must be listed and sign the application on behalf of the girls in the troop.

OC: Troop Number: Date:

Troop Leader:

Phone Number (Home): (Work):

Email:

Troop (#) is requesting that (\$) be kept in their OC troop account for the summer/fall to be used for the specific purpose of (activity):

occurring on (date) .

The total estimated cost of the project/activity is (\$) .

Our troop plans on earning the rest of the funds by doing the following (if applicable):

Yes

No



A member of the troop, ideally the treasurer, must select yes or no to rolling over the funds and sign below.

Name: Yes No Signature:

Budget and Timeline Attached

Approved

Partial Approval

Not Approved (include explanation below in the notes box.)

Notes:

Name of OC: Name of OCC:

Signature: Date: