

Service Unit Sponsorship Guidelines

As of the 2009-10 membership year Service Units will be allowed to seek community sponsorships but will no longer be allocated direct financing through a Council held service unit budget.

Lakes and Pines Annual Meeting

Money has been allocated within Lakes and Pines annual budget to support service unit participation in the Council's Annual Meeting. Allowable expenses include:

- Delegate Meeting registration and meals at the Annual Meeting (delegates only, not alternates)
- \$50 towards the cost of one hotel room for delegates per service unit
- Mileage for one vehicle per service unit at the IRS volunteer mileage rate of \$.14 per mile

The cost of the Service Unit Delegate meals will be directly allocated from the Council budget upon registering for the Annual Meeting. The \$50 hotel subsidy and mileage expense will be reimbursed through the submission of the Reimbursement Voucher of Expenses Form #4401.

Service Unit Sponsorships

In place of the Council held service unit budget, service units will be allowed to be sponsored by community service organizations and businesses with an allowable sponsorship amount of up to \$400 per year, per service unit.

- Service unit sponsorship is a partnership between a Girl Scout Service Unit and a community organization, working together to promote the all-girl experience. A service unit is allowed \$400 annually consisting of one sponsor or multiple sponsors with a combined total of \$400.
- The donor will be requested to make the check payable to Girl Scouts of Minnesota and Wisconsin Lakes and Pines (GSMWLP) and forward the check along with the Service Unit Sponsorship Form # 3704 to the Development Assistant at the Waite Park Regional Center.
- The contribution, in its entirety up to the \$400 limit, will be reissued as a check and sent back to the service unit as designated by the donor. Sponsors will receive a thank you from the Council verifying the donation for tax purposes.

(The donor will be unable to claim the contribution as a tax deduction if their check does not go through the council office.)

- Any monies above the \$400 received by service units will be allocated to fund Council subsidized scholarships, programming and support for girls and adults within the service unit as communicated to the funder on the Service Unit Sponsorship Form # 3704.
- All sponsorship money received by the service unit must be reported on the Service Unit Financial Report, form #4703.
- Service units are prohibited from solicitation of service organizations or businesses that currently have an established giving history with the council in the past 3 years. This list of service organizations and businesses will be provided.
- Any service organization or business with no established giving history to the Council will be open for direct service unit solicitation of sponsorships.

We are hopeful that this new approach will help to further the partnerships between the Council, service units, and community organizations and businesses that provide funding to girls in your community.