

Financial Reporting at a Glance

Troop Treasury

Legally all money coming into the troop treasury is the property of GSSNE and is not the property of individuals, troops, geographic units, subordinate units, or communities within the GSSNE Council. Every Girl Scout troop should keep their funds in a bank or credit union account which is opened in the name of GSSNE.

Records and Reporting for Troop Accounts

Either the Troop Co-Leaders or another designated member of the troop committee should keep good records of income and expenditures with accompanying receipts. Because the troop bank account may not be the leader's personal account but instead must be a council account, troop financial records and bank account information are not confidential and may be shared with troop parents/guardians upon request. The council recommends that the troop leadership inform parents/guardians on a regular basis of troop finances. Records of troop expenditures should be kept for three years.

At the end of the troop year (September – June), submit the Annual Troop Finance Report from the Volunteer Toolkit (VTK) Finance tab site. Include a copy of the most recent bank statement. If the report and accompanying bank statement are not submitted at the end of the troop year (June), troop leaders are not eligible to be appointed troop leaders the following year.

Disbanded Troop Treasury

When troops disband, the troop bank account is closed and the money reverts to the council, but it can be re-distributed under certain conditions:

1. If the troop disbands but some girls transfer to other troops, their portion of the treasury follows them to their new troop
2. Girl Scouts who decide to renew but not with a specific troop could use their funds for program registration fees or travel credit. To access the money the scout must request it through Customer Care at customer care@gssne.org or call 401-331-4500 or 800-331-0149.
3. If Girl Scouts leave a troop to create a new troop or join another troop, but the original troop remains, the question of what happens to the money in the troop treasury depends on several factors: whether the troop was saving for some later trip or event and whether there was a lot of money in the treasury (documented in the Troop Annual Finance Report). In general, a troop treasury is not allocated per person, but is a collective entity owned by the entire troop. However, being "honest and fair" requires that some distribution should occur. Where there is a disagreement on dispersal and/or division of funds, SUMs should consult with the Senior Director of Customer Experience.
4. When the money from a disbanded troop comes into the council and no distribution is requested by girls from the disbanded troop, then the money goes into a special account for one year (in case a late request by a former Girl Scout is made) and then is sent to the financial aid account for use by other council Girl Scouts.