

Girl Scouts of Western Washington
ADULT MEMBER FINANCIAL ASSISTANCE – Northwest
Guidelines and Instructions
For Girl Scout Year **2007/2008**

GUIDELINES:

1. GSWW grants financial assistance to currently registered adults based on financial need.
2. Eligible adults may receive financial assistance to support the following requests:
 - a. Girl Scout pins
 - b. Girl Scout Leader and Girl Handbooks (for troop leaders only)
 - c. A choice of service unit or GSWW programs throughout the year within GSWW's jurisdiction (Please note: financial assistance for adults attending programs is **limited to Safety-Wise adult/girl ratios**).
 - d. All required position courses or events and one enrichment training per membership year (Women's Own is *not* a qualifying request.) Required position trainings depend on both your position and, if a troop leader, the activities your troop will participate in throughout the year. For further information, please contact your local membership staff.
 - e. **Active volunteers** may also apply for assistance with the \$10 GSUSA membership dues (using the Troop Registration form) if membership is required for them to fulfill their volunteer roles with GSWW.
3. Before applying for any specific item except GSUSA membership dues, a Financial Assistance Eligibility Application must be completed and returned to GSWW's Seattle office. This application will enable GSWW to determine the amount to be granted for each of the above items. An Eligibility Application needs to be filled out for each Girl Scout year: October 1 – September 30. Eligibility will be re-evaluated for programs requiring income verification.
4. Completed and signed applications and/or request forms must be received in GSWW's Seattle office at least 30 days before the event for which assistance is being requested. No refunds for programs already attended will be granted.
5. Notification of grants will be sent to you within 30 days.
6. All qualifying requests do not need to be submitted at the same time or on the same form. (E.g., while you may need Girl Scout handbooks and training in the fall, you may not know what programs will require a financial assistance request until the spring.) Requests may be made throughout the year.

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Girl Scouts of Western Washington- P.O. Box 900961 Seattle, WA 98109 1-800-767-6845 or 206-633-5600
Fax: 206-633-5099 www.girlscoutsww.org

7. Questions about the financial assistance program can be directed to membership staff at each regional service center or to the Financial Assistance Coordinator at the GSWW's Seattle office.

INSTRUCTIONS:

1. Complete and/or sign each form using a **black ball point pen** (no gel pens or pencils, please).
2. All Girl Scout registered member applicants must have received a 2007-2008 letter of eligibility for financial assistance from the GSWW **OR** submit a Financial Assistance Eligibility Application with your request. All financial assistance forms are available at service centers and on GSWW's website: www.girlscoutsww.org.
3. Requests must be received in GSWW- Seattle office at least 30 days before the date of event or training. Financial assistance will not be granted or refunded for programs or trainings that have previously taken place.
4. Requests for all items do not need to be submitted at the same time.
5. **All** financial assistance forms should be sent to the following address:

**Financial Assistance
GSWW
P.O. Box 900961
Seattle, WA 98109-0961**

If you have not received notification of a grant within 30 days, it is possible that the forms were not received. Please contact the Financial Assistance Coordinator at the GSWW's Seattle office: (800-767-6845).