



REQUEST FOR EMPLOYER VOLUNTEER INVOLVEMENT GRANT
Girl Scouts of San Jacinto Council

Complete information and submit for approval. There is a maximum amount that can be received, so every Girl Scout can benefit from resources. Monies received by Council above that maximum will be used to provide general operating expenses. Please allow 30 days for Council to process this request and submit to the company providing the grant.

APPLICATION GUIDELINES AND CHECKLIST

I understand that for this application:

- The volunteer needs to have completed the stated volunteer hours required by the company.
The funds will be used by the volunteer leadership of Troop/Group/Community/Region for purposes stated.
Most recent F-31 Troop/ Group Financial Report is on file with the council.
The volunteer leadership of the Troop/Group/Community/Region is in good standing with GSSJC.
If an individual girl is benefiting from these funds, she is a registered member of GSUSA.
All girls are benefiting from these funds as designated below.
My volunteer supervisor has verified the hours. (Volunteer supervisor is person with responsibility to confirm hours and the nature of the volunteer work.)

Part A: To be completed by volunteer and volunteer supervisor and forwarded along with employer paperwork to:

Who is to receive funds:

- Troop/Group # \$50 per girl (Troop annual cap- \$1,000)
(Troops must be in good standing and have a minimum of 5 girls and 2 leaders based on current membership year)
Individual girl (caregiver must be in good standing with the Council.)
Special Interest Group (specify) \$1,000 max annual cap
Other Group: Community/Region (specify) \$1,000 max annual cap
Girl Scouts of San Jacinto Council

Council check mailed to:

Address

Daytime Phone Evening Phone

E-Mail

Company providing grant Amount requested \$

Name of the employee

Employee's relationship to the fund designation category checked above:

Describe volunteer's activities, number of hours and time period during which they occurred.

If this grant is not awarded, how will the girl(s) be impacted?

PRODUCT SALES

In the last 12 months, has the troop/group participated in the Council cookie sale and fall product sale?
_____ Cookie Program _____ Fall Product Program _____ 1st Year Troop/Group

(Criteria for obtaining monies is participating in the two most recent Product Sales with certain exceptions for 1st year troop/group.)

Certification by Volunteer Supervisor: *I certify that the volunteer listed has completed the stated volunteer hours.*

Signature of Volunteer Supervisor _____ **Date** _____

Part B: To be completed by Girl Scouts of San Jacinto Council for submission to the respective Grantor

For Office Use Only

For Silver or Gold Award projects, confirm that project has been approved _____

For Destinations, confirm that the girl has been accepted _____

Confirm participation in the last two Product Sales _____

I certify that the above-named Girl/Troop/Group/Community/Region is a valid Troop/Group/ Community/Region within Girl Scouts of San Jacinto Council and that the grant will be used to support the primary objectives of this organization which is classified as a tax-exempt organization under Section 501© 3 of the Internal Revenue Code. Our Employer I.D. No. is 74-6001254 and a copy of our Determination Letter is on file with your company.

Signature of GSSJC Staff _____ **Date** _____

Application with checks to be forwarded to Girl Scouts of San Jacinto Council, Attn: CEME Department, 3110 Southwest Freeway, Houston, TX 77098. For more information call 713-292-0300.