

girl scouts   
arizona cactus-pine

# 2023 MANUAL SUPPLEMENT

2023 Girl Scout  
Cookie Program®



# COOKIE DATES & TIMELINE

While this season's official public-facing sale dates are Jan. 16 - Mar. 5, there will once again be a digital pre-order period. This means girls can take pre-orders through Digital Cookie starting Jan. 6, and will not deliver cookies until Feb. 27.

BEFORE THE PROGRAM	<b>December 5</b>	Exclusive Booth Round – starts at 8pm – one or two slots
	<b>December 5</b>	DOC Access for Volunteers
	<b>December 6</b>	Cookie Booth Round 1 – starts at 8pm – two slots
	<b>December 7</b>	Cookie Booth Round 2 – starts at 8pm – two slots
	<b>December 8</b>	Cookie Booth Round 3 – starts at 8pm – three slots
	<b>December 9</b>	Cookie Booth Open Booth Slots – starts at 8pm
	<b>December 11</b>	Initial Troop Order due in eBudde by 11:59pm
	<b>December 12</b>	DOC Access for Parents
	<b>December 12</b>	Digital Cookie email sent to ALL registered girls
	<b>December 13</b>	Service Unit Initial Order Due
	<b>January 6</b>	DOC pre-orders begin ( <i>Pre-sale opens thru Jan. 15</i> )
	<b>January 6-13</b>	Extended Area Cookie Delivery/Cupboard Delivery
	<b>January 14-15</b>	Metro Phoenix Cookie Delivery
DURING THE COOKIE PROGRAM	<b>January 16</b>	Girl Scout Cookie Program starts
	<b>Jan 17 - Feb 26</b>	Cupboards open – check eBudde for hours and locations
	<b>January 30</b>	Money due in troop account for first ACH (\$1 for each cookie package picked up through Jan. 29th and money owed for t-shirts) ***** <b>Does not include DOC packages</b>
	<b>February 2</b>	First ACH
	<b>February 13</b>	Money due in troop account for second ACH (\$1.50 for each cookie packaged picked up through Feb. 12th) ***** <b>Does not include DOC packages</b>
	<b>February 16</b>	Second ACH
	<b>February 17-19</b>	National Girl Scout Cookie Weekend
	<b>February 25</b>	Bring Home the Cookies 5k at Westgate
	<b>Feb 27 - Mar 5</b>	Digital Cookie Orders Ship
	<b>March 5</b>	Digital Cookie closes for Girl Delivery
	<b>March 5</b>	Girl Scout Cookie Program ends
AFTER PROGRAM	<b>March 9</b>	Money withdrawn from troop account – INCLUDES DOC FUNDS
	<b>March 9</b>	All Council Contest entries due
	<b>March 12</b>	Final Rewards – troop submits final rewards in eBudde
	<b>March 12</b>	Parent/Guardian Outstanding Balance Form due
	<b>March 13</b>	All money due in troop account for final ACH withdrawal
	<b>March 15</b>	Service Units Submit Final Reward Choices
	<b>March 16</b>	Final ACH
	<b>May-August</b>	Girl Renewal Events and Girl Rewards Distributed (Check with Service Unit Reward Specialist or Troop Leader)



# GIRL SCOUT COOKIE SEASON

*Welcome to the 2023 Girl Scout Cookie Program! As a Troop Cookie Manager, you have the privilege of bringing out the passion and drive in girls so they can achieve their goals. This exciting program has empowered millions of girls with entrepreneurial and financial knowledge for over 110 years. With your guidance, girls will develop the skills needed to become independent women of the future.*

With support from your Troop Leader, Service Unit and the Council, you'll be prepared to lead. In this safe environment, you're never alone because there's a network of people to support you.

## Your primary responsibilities:

- Complete volunteer training with your Service Unit Cookie Manager. Expect emails from your Service Unit person to receive training. Cookie manager will not have access to eBudde until training is complete.
- Manage the cookie program in eBudde, the online cookie management system (either on the desktop version or the eBudde™ Troop App Plus).
- Distribute materials and ask for support from parents.
- Work with your troop to incorporate Badge Work into the Girl Experience.
- Sign up for Council Booths or input self-scheduled booths in eBudde.
- Enter orders from girl order cards and keep eBudde up to date. Highly recommended to pick up cookies and re-order at least weekly.
- Distribute cookies to girls/parents.
- Collect money from cookie pickups and issue receipts.
- Enter and distribute girl rewards.

### Have questions or need support?

Contact your local Service Unit Cookie Manager, your Member Support Executive (MSE), or the Product Program Team at [productprogram@girlscoutsaz.org](mailto:productprogram@girlscoutsaz.org) or (602) 452-7030.



## IMPORTANT LINKS

- **Troop Product Manager Agreement** – <https://bit.ly/2023TroopAgreement>  
Troops must sign this online agreement before a troop can participate in the cookie program.
- **Initial Order and ACH Calculator** – <http://bit.ly/22-initial-order>  
This link helps you calculate the cookies to order (by flavor) on your Initial Order.
- **Digital Cookie** – <https://digitalcookie.girlscouts.org>
- **Little Brownie Bakers** – [littlebrowniebakers.com](http://littlebrowniebakers.com) and [youtube.com/LittleBrownieBakers](http://youtube.com/LittleBrownieBakers)  
A great source for clip art, activities, videos and blogs about goal setting, volunteer success, selling tips, Cookie Rookie information, Take Action Projects, and more.
- **Full Cookie Program Manual** – <https://www.girlscoutsaz.org/en/cookies/for-cookie-volunteers.html>
- **Cookie Contests** – [girlscoutsaz.org/cookie-contests](http://girlscoutsaz.org/cookie-contests)

**\* Girl Scout glossary located on the last page of this document.**

# SUPPORT THE GIRL SCOUT MOVEMENT

## THE POWER OF COOKIES

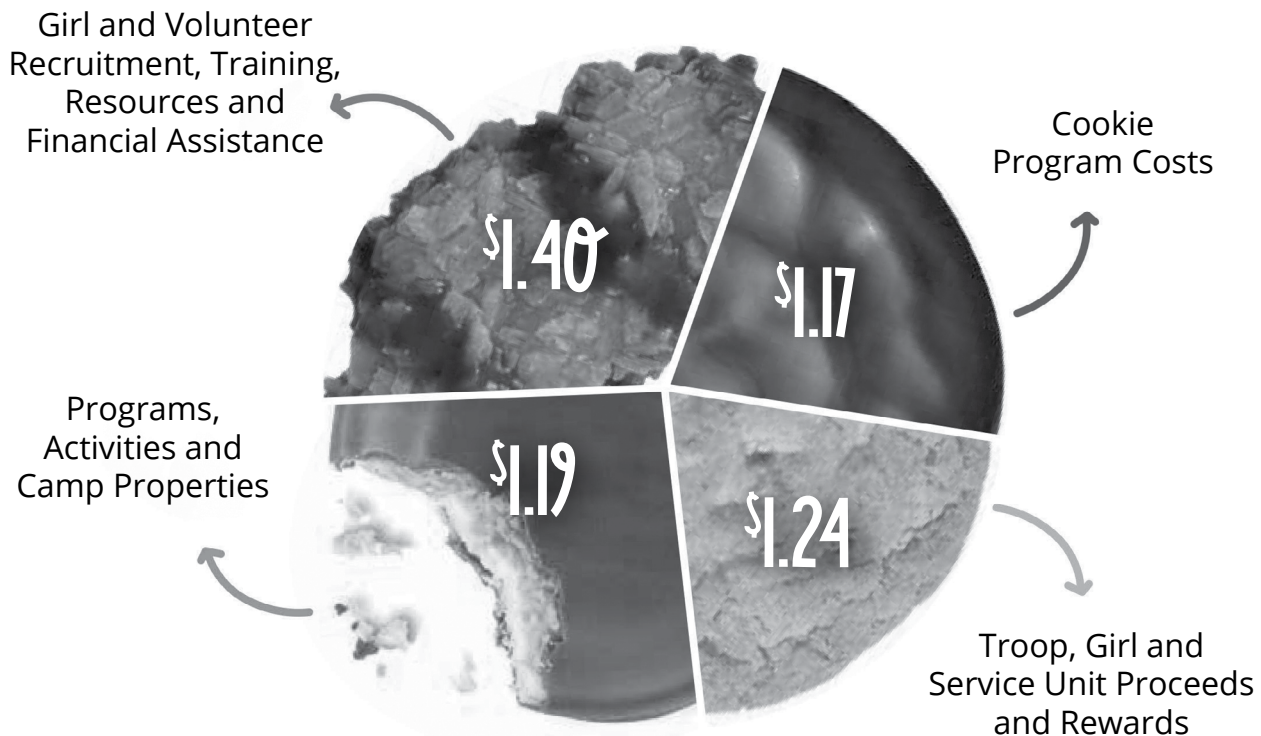
The Girl Scout Cookie Program has funded Girl Scouting for over 110 years and has provided the resources for millions of girls to experience Girl Scouting. From camp and travel to STEM and everything in between, the cookie program provides the funding.

When girls participate in the cookie program, they are honoring girls that came before them and leaving a legacy for future girls to enjoy the opportunities that Girl Scouts provides. Whether you sell 10 packages or 1,000 packages, you are contributing to the success of the Girl Scout Movement in Arizona.

100% of cookie proceeds stay in the Arizona Cactus-Pine Council to benefit local Girl Scouts. Cookie proceeds fund 66% of our Council's operating expenses.

**Did you know?** Council proceeds generated from a typical troop of 10 girls provides the resources to fund 10 camperships and other Girl Scouting activities for all!

## HOW THE COOKIE CRUMBLES



Help her to market like an entrepreneur

# TROOP RESOURCES

If your troop is planning in-person cookie sales events, there are lots of ways girls can creatively rise to the occasion! Whether they run a traditional, drive-thru or pop-up booth, girls will have fun making signs — and gain valuable experience managing money and talking to customers.



## GET THE ESSENTIALS!

Refer to our Volunteer Essentials and Safety Activity Checkpoints at [girlscoutsaz.org/blueprint](https://girlscoutsaz.org/blueprint). You'll get just about everything you need, including basic facts, forms and tips for planning outdoor activities, managing troop finances, promoting safety, arranging trips and selling cookies.

## Help girls plan their in-person events with these action steps:

- Early on, determine what type of booth girls would like to host, following council safety guidelines.
- Use eBudde™ and the eBudde App if scheduling an in-person booth — the system will also help you allocate booth sales to individual girls after the event.
- Discuss with girls how transactions with customers will be handled safely.
- Hold a booth planning meeting, in person or virtually, so girls can divide roles, design their booths and create signage to attract customers.
- Spread the word about your upcoming event on social media.



## COOKIES FOR THE COMMUNITY

Girls who participate in the Cookies for the Community Program offer customers more opportunities to help them reach their and their troop goals all while also giving back to our community. There are two different donation opportunities: Troop Donations (TCC) and Council Donation (CCC). CCC donations can be sold in person and through the DOC link. TCC donations can only be sold in person.

The Cookies for the Community Patch (known as the Gift of Caring Patch from our baker) is a girl reward not a troop reward. To earn the Cookies for the Community Patch, girls need to sell 30+ packages of TCC and/or CCC. This can be achieved by having a combination of the following:

- 30+ packages of CCC
- 30+ packages of TCC
- Combinations of TCC and CCC cookies that equal 30+ packages.

The eBudde Specialist will need to enter all the donated cookies in eBudde under CCC and TCC.

**Troop Cookie Donations (TCC)** are cookies that will be donated to an organization using the cookies from the Troop Inventory. The Troop will handle all the logistics of contacting and scheduling a pick-up or drop-off of cookies to the organization of their choosing. Please complete the donation agreement form found online. *Tip: If customers buy cookies during a booth for donation, do not place the packages on the side, continue to sell all packages until the end of the booth. Troops can always get more cookies for donations later.*

**Council Cookie Donations (CCC)** are cookies that will be donated to an organization using the cookies from the Council Inventory. Council handles all the logistics of contacting and scheduling a pick-up or drop-off of cookies to those organizations.

**Digital Cookie (DOC) Donations** are a great way for family and friends to help the girls meet their goals. These cookie donations are Council Cookies and will automatically be added in eBudde under CCC for the girl. **DO NOT subtract the DOC donations and move them to TCC.** If DOC donations are moved, Council will contact the Troop Leader and move them back. **Troops will not be able to pick up CCC Cookies to do a personal drop off.**



Help her to market like an entrepreneur

# DIGITAL RESOURCES

Social media offers a great opportunity for teen girls to keep climbing toward their goals, while building digital skills. They can begin by using Digital Cookie.® Once they have their footing, girls can go to [girlscoutsaz.org/cookies-resources](https://girlscoutsaz.org/cookies-resources) to find cookie graphics and announcements for promoting their Girl Scout Cookie™ businesses.

## DIGITAL COOKIE®

Digital Cookie is the only platform where girls can sell Girl Scout Cookies online. Girls can use their Digital Cookie mobile app while going door-to-door on Walkabouts and for in-person sales!

All registered Girl Scouts will receive an email on Dec. 12, 2022, inviting them to participate in this exciting program. Girls will be able to pre-sell using DOC starting Jan. 6-15. Cookies cannot be delivered to customers until our Cookie Program begins on Jan. 16.

### Digital Cookie Troop Links

This year, your troop will be able to reach more customers with the new two Troop Links. When setting up the Troop Link, there will be two links the troop may use.

- **Troop Cookie Link** – is used for domestic orders. Troops will be able to take preorders with payment and customers will be able to pick up at a designated troop location. Girls are able to deliver cookie orders with the help of an adult.
  - Designated troop location can be an existing cookie booth, drive-thru booth, or a public location chosen by the troop. **DO NOT MEET AT YOUR HOME.**
- **Troop Shipped Only Link** – is mostly used for out of state/jurisdiction orders. Customers will use this link to order their cookies for direct shipping to their home or to donate (CCC) cookies. Once the Troop Leader sets up this link, no other action is needed.
  - This link will show up in the Cookie Finder for all customers, starting Feb. 18. Customers will enter their zip code in the Cookie Finder, similar to when they find a booth. You can still use this link as soon as it is set up.

## Social Media Marketing

The Girl Scout Cookie Program is a girl-led program and online marketing and sales efforts should always be led by a girl while also being supervised by her parents or guardians. Girls may use the Internet to share their Cookie Program sales links, stories and learnings on **PRIVATE** social media accounts to help them meet their goals. Please follow these guidelines when marketing cookies online:

- Girls should only use the Internet to market the Girl Scout Cookie Program to friends and family. *For clarity, “friends and family” are people whom the girl or her family personally know.*
- Girls who are 13 or older may use Facebook or other social networking sites to let friends and family know that it is Cookie Time again!
- With parent consent and supervision, girls may also market on community groups they are active in including private Facebook community groups and their neighborhood online community like Nextdoor.
- **Sale links should never be posted to online resale sites like eBay, Facebook Marketplace, Facebook Swap, Offer Up, Craigslist, etc. All sales must take place via Digital Cookie.**
- Be aware, posts on Facebook containing the use of a dollar sign (\$) may automatically move the post to Facebook Marketplace. To prevent this from occurring, you must disable to automated function.
- Social media ads should not be purchased or donated to promote sales links.



## DIGITAL COOKIE® WEBSITES

Teens can customize their online site using Digital Cookie. Once their website is set up, they can tell their network of family and friends on social media that they are taking cookie orders online.

Girls younger than 12 can ask parents or guardians for help. Encourage girls to personalize their website with their goals and cookie pitch; then parents or guardians can follow the guidelines on the previous page of this manual to post or email links to friends and family.

### Action steps you can take to support girls on the platform:

- Encourage teens to get creative with tools like video and livestreaming.
- Teach girls about e-commerce and online marketing techniques as they work toward earning Cookie Business badges.
- Remember to always follow Girl Scouts' Safety Rules for selling Girl Scout Cookies.®

### Where you'll learn more and find resources:

- Girl Scouts' Digital Marketing Tips for Cookie Entrepreneurs and Families available at [girlscoutcookies.org/digitalmarketing](https://girlscoutcookies.org/digitalmarketing)
- Girl Scouts' Supplemental Safety Tips for Online Marketing available at [girlscoutcookies.org/digitalmarketing](https://girlscoutcookies.org/digitalmarketing)
- Get info from your council regarding approved methods of delivery
- Safety resources are available at [girlscoutsaz.org/cookies](https://girlscoutsaz.org/cookies) and [girlscoutcookies.org/troopleaders](https://girlscoutcookies.org/troopleaders).
- [girlscouts.org/cookiebadges](https://girlscouts.org/cookiebadges)
- [girlscouts.org/digitalcookie](https://girlscouts.org/digitalcookie)



## READY-TO-SHARE SOCIAL RESOURCES

Girl Scouts and our baker offers Volunteer Social Resources to help you find the right words (and pictures) to raise awareness about the Girl Scout Cookie Program.® It's social planning made simple!

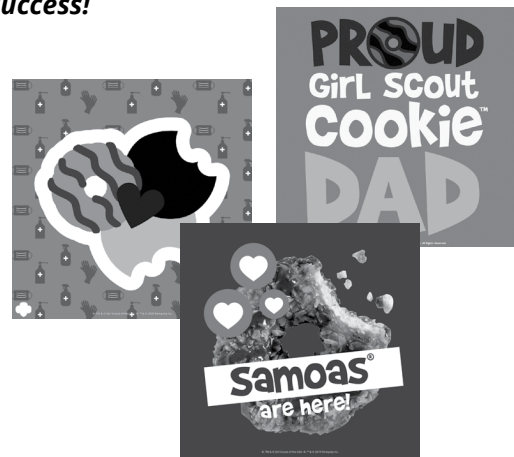
### Action steps to help you get started — and get sharing:

- Create a social calendar that covers different phases of the cookie season, from rallies to booth events.
- Invite girls to join you in brainstorming ideas for social posts that get the attention of cookie fans.
- Take the opportunity to celebrate your troop's achievements on social media.

### Where you'll learn more and find resources:

- [girlscoutsaz.org/cookie-resources](https://girlscoutsaz.org/cookie-resources)
- [girlscoutsaz.org/cookie-volunteers](https://girlscoutsaz.org/cookie-volunteers)
- [girlscoutcookies.org/troopleaders](https://girlscoutcookies.org/troopleaders)
- [girlscoutcookies.org/digitalmarketingtips](https://girlscoutcookies.org/digitalmarketingtips)
- [LittleBrownie.com/social-resources](https://LittleBrownie.com/social-resources)

**Each step girls take in their cookie program experience sets them up for a lifetime of success!**





# BOOTHS

*80 percent of Girl Scouts–Arizona Cactus-Pine Council (GSACPC) troops booth because booting is a great way to increase sales, engage with your local community and connect to the Girl Scouts Movement. For more information on booting, including policies, guidelines, scheduling booths, etc., please see the Program Manual.*

## DIFFERENCE BETWEEN COUNCIL AND SELF-SCHEDULED BOOTHS

**Council Booths** are those scheduled through Council and are listed in eBudde. Council strives to enter the majority of Council booths before the booth rounds begin. However, our partners determine the times and dates when they will allow Girl Scouts to booth and when that information is available. Council booths may become available throughout the Cookie Program. Council Partners generally include large grocery chains such as, Bashas' Family, Fry's Food Stores, Safeway, and Walmart or specific store in a chain, like one or two Lowe's, or a community partner like ASU. Council does not guarantee to be able to schedule booths, as such Troops are encouraged to do Self-Scheduled Booths.

**Self-Scheduled Booths** are a great way to create your own partnerships and secure your booths. These booths are scheduled by the Troop with the Manager/Owner of the business, then entered in eBudde for Council approval. Council approval may take a few days, if you need approval for last minute booth opportunity, please contact Product Program to expedite the process.

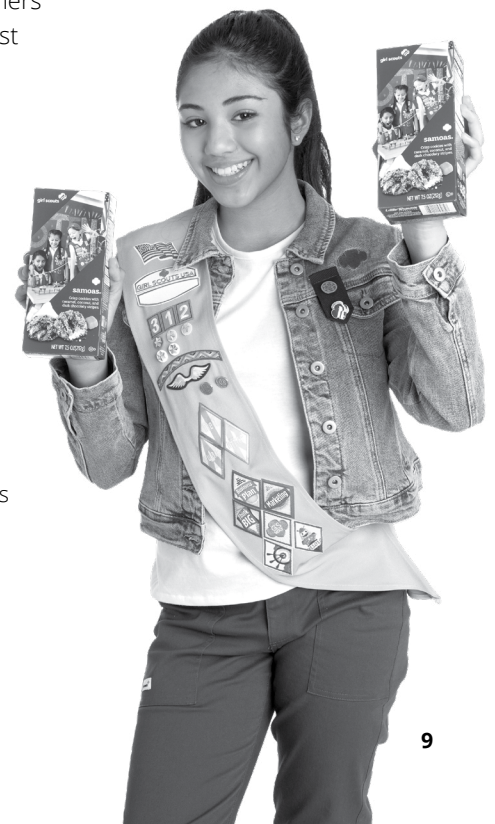
## BOOTHING FOR SUCCESS

Get help from parents! Don't feel obligated to do to every booth. Parents are willing to help, just remember that one of the two booth chaperones must be a registered and back-ground checked Girl Scout. This person should handle the money and inventory. Help Girl Scouts shine! Know booth policies and guidelines listed in the Program Manual. Share this information with booth chaperones.

No-shows are a no no! No shows hurt everyone - other troops, partnerships, and customers using Cookie Finder. If your troop is a no-show to a booth, or cancels frequently at the last minute, your troop is in jeopardy of losing additional booths.

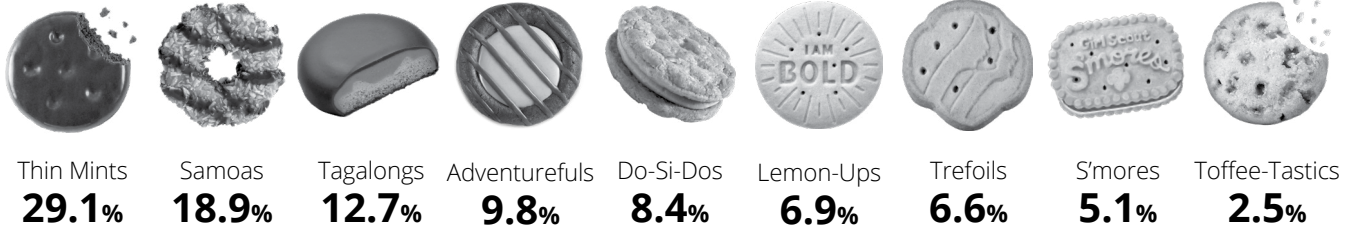
### What you can do to prevent no-shows or last-minute cancellations:

1. Don't overbook booths. Just because a booth is open, doesn't mean your troop has the resources to staff it.
2. Cancel the booths in eBudde as soon as you know your troop cannot staff it. If it's a Council-scheduled booth, do not post the open site on social media and hold the spot in eBudde. Instead, open it back up to the Council, not just your Service Unit, by canceling it immediately in eBudde. If it is a self-scheduled booth, cancel it in eBudde first and then you can network with your neighborhood to let others know it's open. They will need to re-enter it in eBudde.
3. Don't schedule 1:1 booths at high volume sites like Walmart or Fry's Food Stores. These sites should only happen if one girl had an emergency and another girl could not take her spot.
4. Talk to your parents about no-shows and last-minute cancellations. Discuss the reasons why it's important to let you know as soon as possible if their daughter is unable to booth.



## BOOTHING BASICS

Ordering packages for booths sales isn't an exact science. Ask experienced troops for guidance and use the average sales per cookie variety to get an idea of your flavor mix.



### What you'll need at a Girl Scout Cookie Booth

- 2-4 girls and 2 chaperones – one must be a registered and background checked Girl Scout!
- \$40 in ones and fives.
- A fanny pack to keep the money safe.
- Table, two chairs, signs and other decorations.
- A credit card reader and smartphone.
- Troop Cookie Inventory. Using girl inventory can get complicated, so if you do this, make sure to keep detailed records.
- A Booth Sale Worksheet to document sales which can be found on our website or in the Program Manual.
- A copy of your eBudde documentation.
- After booths reevaluate the cookie flavors and tally what is left in inventory. Add the booth info sheet into the Booth recorder sheet in eBudde.

### Basic Girl Scout Booth Manners

1. Check in with the store manager. Follow all instructions given.
2. Be respectful of the troop boothing before and after you. Don't take sales after your shift ends.
3. Leave the site cleaner than when you found it, we are guests.
4. Keep doorways and walkways clear.
5. Be respectful of our store supporters! Leave their competitors' materials at home.
6. Take empty boxes with you to recycle.
7. Have fun and enjoy the experience.

### TIPS FOR SELF-SCHEDULED BOOTHS

1. Get written permission for any self-scheduled booth from the store manager/owner and bring a copy of it to the booth. Hold on to written permission in case it is needed. Use the Self-Scheduled Booth Authorization Form located on website. ALL BOOTHS MUST BE APPROVED BY COUNCIL. If they are not approved we will go back to the troop/parent agreement forms to hold troop proceeds/girl rewards.
2. Booth locations must be child-friendly and appropriate for Girl Scouts. Locations catering to adults only, such as marijuana dispensaries are inappropriate selling locations. If you have questions if a location is appropriate for a booth, contact Product Program.
3. Do not contact Council Partners for booths. It is critical that we maintain a positive relationship with our partners for their continued support of Girl Scouts and our Cookie Program. Our partners do not want to field calls from troops, if they have already agreed to a Girl Scout Booth.
4. Make sure the property management company allows boothing. Sometimes the store manager will approve a booth when the property management does not allow boothing on their property. In these cases, the store manager/owner might allow you to booth inside the store.
5. Ask the store manager/owner if there are any special requirements.
6. Follow any CDC, Council, and Store Guidelines regarding COVID-19.

Inspire her to think like an entrepreneur

# GOAL SETTING

Goal setting is one of the five essential skills girls develop through the Girl Scout Cookie Program.<sup>®</sup> With your support, they'll learn how to set realistic goals and achieve them.



## FIVE ESSENTIAL SKILLS

### 1. GOAL SETTING

**Girls learn how to set goals and create a plan to reach them.**

**Action steps:** Encourage girls to set incremental, achievable goals. Help girls break down those goals through setting weekly challenges.

### 2. DECISION MAKING

**Girls learn how to make decisions on their own and as a team.**

**Action steps:** Talk with girls about how they plan to spend the troop's cookie earnings.

### 3. MONEY MANAGEMENT

**Girls learn to create a budget and handle money.**

**Action steps:** Build on girls' interest in learning to manage all facets of the cookie business, such as creating a budget to fund a troop experience or figuring out the percentage of customers who selected the donation option.

### 4. PEOPLE SKILLS

**Girls find their voice and build confidence through customer interactions.**

**Action steps:** Ask girls about new marketing ideas they want to try. They can discuss how to tailor their cookie pitch to achieve their goals.

### 5. BUSINESS ETHICS

**Girls learn to act ethically, both in business and life.**

**Action steps:** Talk to girls about the importance of delivering on their promise to customers. They can also consider offering a Cookies for the Community option.

*Encourage girls to keep climbing. Once they set a package goal, they might challenge themselves further, like building more marketing or entrepreneurship skills.*



# BADGES, PATCHES AND CERTIFICATES

On average, Girl Scouts were **two times as likely** to have done entrepreneurial activities as other girls!

*"Today's Girls, Tomorrow's Entrepreneurs"*  
Girl Scout Research Institute, 2019



How can you inspire girls to think courageously? Let girls know how they can earn a **badge or patch** — and wear it on their vest or sash — as a symbol of their important Girl Scout Cookie Program achievements.

Girls can earn one of the new Cookie Business badges this year when they complete requirements that help them develop new skills as they learn and grow their business. Badges are official Girl Scouts of the USA recognitions that can be placed on the front of their Girl Scout uniform.

Girls collect patches as they achieve specific cookie program milestones, including things like sending emails, selling at booths and using Digital Cookie. These are fun patches that can be worn on the back of the uniform to show her cookie business success.

## Where you'll learn more:

- [girlscoutsaz.org](http://girlscoutsaz.org)
- [girlscouts.org/cookiebadges](http://girlscouts.org/cookiebadges)
- [girlscoutcookies.org/troopleaders](http://girlscoutcookies.org/troopleaders) for poster download

**Certificates and patches** can be used for recognition at any point in the Girl Scout Cookie season, from the earliest planning meetings through the booth phase.

## Where you'll learn more:

- [girlscoutsaz.org](http://girlscoutsaz.org)
- [LittleBrownie.com/volunteers](http://LittleBrownie.com/volunteers)



Check out the **NEW** Cookie Business badges and Financial Literacy badges at [girlscouts.org/badgeexplorer](http://girlscouts.org/badgeexplorer).



# COOKIE CONTEST

## ENTER THE 2023 COOKIE SPIRIT CONTEST!

The creative spark that ignites during each cookie season is incredible – booths are blinged out, Walkabouts are made with colorful cookie wagons, and unique cookie marketing content is being shared with family and friends. This season, share your cookie ingenuity by entering the 2023 Cookie Spirit Contest for a chance to win \$75 in program credit and a Girl Scout goodie bag!

To enter submit the following:

### GSACPC WALKABOUT PHOTOS

A walkabout is what we call going door-to-door selling cookies! When you're venturing out into your neighborhood, make sure to snap a few photos to submit for the contest.

### GENERAL COOKIE SPIRIT VIDEO (30 SEC MAX)

Unleash your inner film director and submit a 30 second video that captures your vibrant cookie spirit!

### COOKIE FLAIR PHOTOS

Get creative and level up your wagon, or lemonade-style cookie booth! Show us your decorations and all that makes your booth stand out.

Four winners will be announced each Saturday from Jan. 16–Feb. 26 on Council's social media platforms, totaling 24 winners! Visit [girlscoutsaz.org/cookie-contests](https://girlscoutsaz.org/cookie-contests) to learn more.



2022 Winner: Madison



2022 Winner: Darby



# BASIC TOOLS FOR GIRL SCOUT COOKIE ENTREPRENEURS

## Digital Cookie (DOC)

On this online selling platform, girls can personalize their Digital Cookie site and send emails to invite friends and family to buy cookies with the option of getting in-person delivery or direct shipment to their home. The Digital Cookie App can be used to take credit card payments on walkabouts or to friends and family. DOC is great for the porch drop offs.

## Social Media

For Girl Scout entrepreneurs 13 and older, social media is a great way to spread the word and market their cookies. Girls must have parental permission, post only on private accounts, share their cookie link and follow GSUSA's online safety guidelines. See detailed guidelines on page 8.

## Booth Sales

Troops can set up booths in high-traffic areas such as grocery stores, malls or sporting events to market their Girl Scout Cookies to customers. Sign up for booth sales and get council approval through eBudde or eBudde Troop App Plus.

## Order Cards

When girls are visiting friends and family and don't have their cookies with them, they can use their order card or Digital Cookie App to take orders to deliver later!

## Door-to-door Walkabouts

Encourage girls to spread the Girl Scout Cookie love to their entire neighborhood. Take orders, or load packages into a wagon or car and leave no doorbell un-rung! Make sure that a guardian is walking with girls. We want to make sure girls are staying safe.

## Cookies for the Community (CCC or TCC)

Don't underestimate the power of community. Many customers will buy additional cookies to support a worthy cause, others would rather donate a package than eat the cookies. Ask all potential customers if they would like to donate a package, rather than if they would like to buy.

If they want cookies to eat, they will stop, but this simple change of words may get others with no intention of buying a box to stop to support your cause.

## Workplace Sales

Girls can either make pitches to local businesses or go with a parent to their workplace to sell cookies. Girls that create Cookie commercials, can be used as well.

## Payment Options

First Data (CloverGo) is our Council's preferred Credit Card Platform. Fees for First Data are 2% + \$0.08/transaction. For troops that sign up to use First Data, the GSACPC Leadership Team will partner with the Troops to cover the fees during the cookie season (January-February). Any fees associated with using the card reader outside of Girl Scout Cookie season will be the responsibility of the troop and will be withdrawn from the troop account through ACH. The platform is app- based and no device or swiper is needed. Troops will have the option to purchase a device for \$39.95 if they prefer one. Visit [girlscoutsaz.org/cookies](http://girlscoutsaz.org/cookies) for instructions on how to sign up for First Data.

Troops may choose to use Square or other credit card readers, but they are responsible for any fees associated with using these readers, even during the cookie program. Since GSACPC does not have an established partnership with these companies, we will be unable to support any issues that arise with these readers.

The use of Peer-to-Peer Payment Platforms (Cash App, Facebook Payments, etc.) apps is permitted for receiving funds into your account only, with the exception of Facebook Payments which may also be used to send money. **PayPal is not permitted.**

*Please note: Credit cards should never be used by families to make payment to troops for cookies sold through another means. This is not a good use of resources as there are credit card fees associated with credit card transactions – even when the troop is not responsible for them. Troops may accept Facebook Messenger for cookie payment from parents.*



## 11 TIPS FOR A STRESS-FREE COOKIE SEASON

- 1** It takes a team! Ask for help from parents. Don't try to be the Cookie Manager and Troop Leader. Use the Troop Cookie Meeting doc available online.
- 2** Take the training. There's training in your Service Unit as well as many online resources to help you.
- 3** Help girls set goals. Be sure to explain how the cookie program supports all Girl Scouting.
- 4** Earn a Cookie Badge! Ask the girls which badge they want to earn during the cookie season.
- 5** Involve the parents – hold a parent cookie meeting, explain why it's important to participate, share the troop's goals and ask for their help. Parents can help with booths, run to the cupboard and help with Girl Program.
- 6** Participate in a cookie rally. It's a great way to get girls excited for the program.
- 7** Manage your cookie inventory. Ask for weekly inventory status and money from girls. Remember, no girl should have more than 120 unpaid packages of cookies at a time. Troops are responsible for any unpaid balances over that amount from a girl.
- 8** Submit an initial cookie order. Cookies will go fast during the first few weeks of the program!
- 9** Only booth in locations that will be open, accessible and safe for all girls. Girls should not sell in or in front of establishments that they cannot legally patronize.
- 10** Rebalance your flavor mix by exchanging unopened full cases of slower selling cookies with higher selling cookies throughout the program – especially after week three. Sales will begin to slow after week three, but Thin Mints and Samoas are traditionally the best sellers. Be warned, chocolate flavors may be harder to find towards the end of the program, so it's best to make your trades early.
- 11** Be kind and considerate to other Troop Leaders and cookie volunteers. We all are working towards the same goal – a safe, fun and successful cookie program that helps girls learn and grow.

## THE GIRL SCOUT LAW FOR VOLUNTEERS

We believe the Girl Scout Law is the best guide as we lead girls through the cookie program.

- I am **HONEST** – I follow all the dates, deadlines and financial obligations for the cookie program.
- I am **FAIR** – I ensure all girls have the opportunity to participate in the cookie program.
- I am **FRIENDLY** – I show compassion and empathy for all those I meet.
- I am **HELPFUL** – I serve as a resource for parents and my sister volunteers.
- I am **CONSIDERATE** – I share our unused cookie booths with other troops.
- I am **CARING** – I thank parents and volunteers for their time and hard work.
- I am **COURAGEOUS** – I choose to take the high road in my dealings with others.
- I am **STRONG** – I strive to meet my responsibilities and ask for help when I need it.
- I am **RESPONSIBLE FOR WHAT I SAY AND DO** – I am a good role model for others.
- I **RESPECT MYSELF AND OTHERS** – I am polite and encourage girls to be the same.
- I **RESPECT AUTHORITY** – I respect the retailers who allow us to sell at their businesses and remind others it is a privilege to do so.
- I **USE RESOURCES WISELY** – I rely on the expertise of others.
- I **MAKE THE WORLD A BETTER PLACE** – I encourage girls to participate and promote Cookies for the Community.
- I am **A SISTER TO EVERY GIRL SCOUT** – I remember the cookie program provides life changing experiences for all the girls in our council and makes Girl Scouting possible tomorrow.

# FOR THE RECORD -

## COOKIE PROGRAM FACTS TO HAVE IN YOUR BACK POCKET

*There are incorrect rumors about Girl Scouts that tend to resurface during cookie season, when we are most visible to the public. The most common misperceptions are about Girl Scouts' relationship to Planned Parenthood, that girls/troops only receive a small portion of the cookie funds, and that Girl Scouts and Boy Scouts are the same organization. Visit [girlscoutsaz.org/cookie-resources](http://girlscoutsaz.org/cookie-resources) and download a *For the Record* and *Palm Oil* handout to have handy during cookie season.*

Here are the facts:

- Girl Scouts does not support Planned Parenthood in any way. Girl Scouts does not advocate one way or another on issues which we consider private issues and best handled by families.
- 100% of the cookie proceeds stay in Arizona Cactus-Pine Council to benefit local girls. Funds raised from the sale of cookies benefit all the Girl Scouts in our Council both directly and indirectly. Cookie proceeds are the largest source of income for Council's girl programs, volunteer training, our facilities, four camp properties and the financial assistance that keeps Girl Scouting in Arizona available and affordable for all.
- Girl Scouts and Boy Scouts are two completely different organizations, each with a Congressional Charter. Girl Scouts serves girls in an all-girl, girl-led and supportive environment. Only Girl Scouts sell GS Cookies.

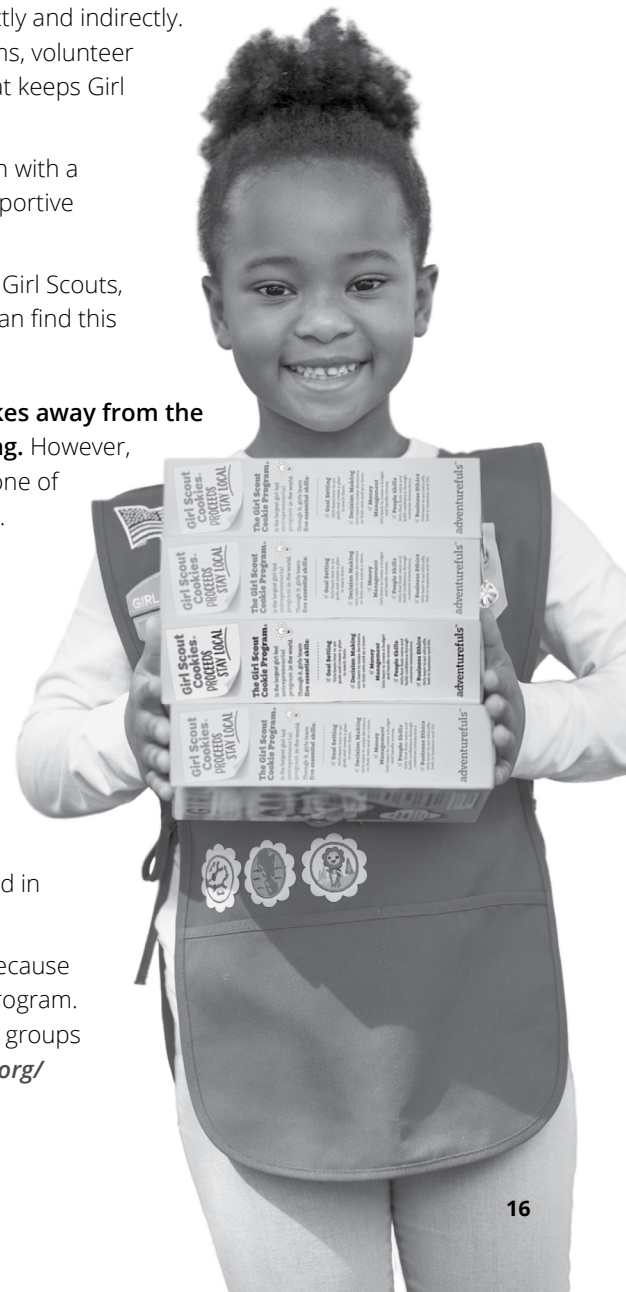
We encourage all participating cookie program volunteers to review the facts on Girl Scouts, in relation to social issues and financials, in preparation for cookie season. You can find this information at [girlscoutsaz.org/fortherecord](http://girlscoutsaz.org/fortherecord).

**These are not the topics we want to focus on during cookie season as it takes away from the girls and the important program pieces that are promoting positive learning.** However, we think it is important troops are informed (and keep parents in the loop) so none of our members feel caught off guard if a misinformed customer approaches them.

### If approached by misinformed customers:

- Please refer them to [girlscoutsaz.org/fortherecord](http://girlscoutsaz.org/fortherecord) or Council Communications staff.
- Remind them our priority is to let the girls learn and have fun. Ask that adults keep adult conversations to themselves. Approaching girls with salacious materials at a cookie booth is not acceptable, should be reported to Council and will be investigated.
- Safety is important. We don't want members putting themselves in an undesirable situation. This is especially true if a person becomes agitated in conversation - please remove yourself and girls from the setting.

**Why do some people voice concern about Girl Scout Cookies?** In short, it's because they've been fed false information about Girl Scouts and the Girl Scout Cookie Program. As a large and visible organization, Girl Scouts is occasionally a target for outside groups with clear agendas. Please encourage everyone to seek the facts at [girlscoutsaz.org/fortherecord](http://girlscoutsaz.org/fortherecord).



# GIRL SCOUT COOKIE GLOSSARY

**Cookie Cupboard:** Locations around the Council where Troop Leaders and Independent Girl Members (IGMs) can pick up additional cookies throughout the cookie season. These are generally in a personal home and run by a dedicated volunteer.

**Cookie Finder:** An app and website where customers can enter their zip code to find the nearest cookie booth. Only Cookie booths entered into eBudde show up in Cookie Finder.

**Cookies for the Community:** A program where customers can donate cookies. There are two Cookies for the Community options: Council Cookies for the Community and Troop Cookies for the Community.

**Council-Scheduled Booths:** Booths scheduled by the Council, usually at the large grocery chains. The booth schedule was arranged with their district offices. Troops may not contact them for additional booths.

**Delivery (Cookie Delivery):** When the cookies are delivered to the Service Units. In Metro Phoenix, delivery occurs over two days; and troops are scheduled to pick up their cookies at a designated date, time and location.

**Digital Cookie/Digital Order (DOC):** The Girl Scout platform where girls can set up their online business to sell cookies to friends and family. Girls can also use the DOC platform to work through age-specific Cookie Badge requirements. Credit card payments can be taken through the Digital Cookie app.

**eBudde:** The online platform used to place the Troop Initial Order, manage troop inventory, assign cookies to girls, document payment of cookies, schedule booths, and order Girl Rewards.

**Initial Order Calculator:** A calculator located on our website that helps troops determine the number of cookies by flavor that they should make in their Initial Order.

**Parent/Guardian Permission and Financial Agreement:** A form the girl's parent or guardian must sign before she can participate in the Girl Scout Cookie Program.

**PGA (Per Girl Average):** The average number of cookies sold by each girl participating in the cookie program. Girls without assigned cookies in eBudde are not included in the average.

**Program Credits:** A reward option can be used to pay for Girl Scout travel, membership, at the Council Shop, and Girl Program, etc. IGM girls earn additional Program Credits in lieu of troop proceeds. All Program Credits expire 15 months from date of issue.

**Self-Scheduled Booths:** Booths that troops have scheduled themselves. These booths are entered into eBudde by the troop and need Council approval.

**Standabout:** Lemonade-style stands located on private, non-commercial property. They do not need to be entered into eBudde.

**Troop Cookie App:** A mobile app to access eBudde to select or delete booths, enter your initial order and more.

**Troop Product Manager:** The Troop Product Manager leads the troop through the cookie program and is responsible for financial and product transactions, program logistics, and girl program. Best practices suggest this volunteer should not be the Troop Leader.

**Troop Product Manager Agreement:** A signed agreement between the Troop Product Manager(s) and the Council accepting responsibility to manage the cookie program, including all financial obligations. Volunteers who have not signed the agreement should not handle cookie money.

**Walkabouts:** Girls and chaperones walk around the neighborhood selling cookies door to door.



# Girl Scouts Arizona Cactus-Pine 2023 Girl Rewards

My Personal Goal: \_\_\_\_\_ NUMBER OF PACKAGES

## Initial Order Reward



**200+ troop PGA on Initial Order**  
1 shirt per girl & 1 adult shirt per troop. Five additional shirts may be ordered at \$12 each.

## Gift of Caring Patch



**Gift of Caring Patch**  
30+ packages of CCC or TCC

## Rally Patch



**Rally Patch**  
Attend your neighborhood/Service Unit rally

All rewards are subject to change. See website for detailed description of items and reward dates. Rewards are cumulative except for Opt-Out options. \*Choice can be made between Program Credits (PC) or 2023 Summer Camp Voucher (SC). Council reserves the right to make substitutions to the item's color, material or size or to substitute an item of equal or greater value due to changes or challenges in product availability.

## Digital Cookie Rewards



**Cookie Techie Patch and Dolphin Pen**  
Create DOC website and send 25 emails



**Dolphin Multi-Tool**  
200+ DOC packages



**Sherpa Blanket**  
300+ DOC packages



**Entrepreneurship Patch and \$50 PC/SC**  
500+ DOC packages

## Cookie Entrepreneur Family Pins



The Cookie Entrepreneur Family pin collection helps girls learn essential skills and how to think like entrepreneurs with support from their families.

Each Girl Scout level has its own set of requirements to help families guide their Girl Scout as she runs her own cookie business year after year. Girls can earn all 13 pins in the collection—one unique pin for every year they participate!

Learn more at [girlscouts.org/entrepreneurfamily](https://girlscouts.org/entrepreneurfamily)

## Cookie Manager Reward



1 per troop  
See flyer for details

## Volunteer Patch



**Cookie Volunteer Patch**  
2 per troop

## Program Credits

Program Credits work similarly to a gift card and is a girl reward earned through selling Girl Scout Cookies and Fall Product. Girls may choose Program Credits instead of selected Cookie Reward items and they can be used to pay for a variety of Girl Scout products and activities. IGMs will also earn additional Program Credits in lieu of troop proceeds. Proceeds can be used at the Council Shop, GSUSA Shop Online, Council-Sponsored Programs, Membership Registration, Lifetime Membership Dues, Council Summer Camp, Services Unit Encampments or Day Camp, Travel, GSUSA Destinations and High Awards Projects. For more details, visit [girlscoutsaz.org/program-credits](https://girlscoutsaz.org/program-credits)

Starting at 7700+ girls will earn **\$25 in Program Credits** for every additional 200 packages sold.

## Patch Rockers

Earn all 3



## Council Travel Layaway

Dreaming of Italy, Greece, Paris or Tokyo? Program Credits can be used to pay for Council travel (up to 2 years in advance) OR apply towards your Lifetime Membership. Program Credits must be redeemed before expiration date. See our website for details.

**Approved**  
By the Girl and Adult Advisory Committees.

\*\*Opting out of rewards means girls are forgoing all reward levels from 60 packages to the level specified. (All patches can be earned.)

### Opt Out\*\* Reward #1

Sell 450 pkgs and opt-out of all rewards then choose a pair of Custom Converse & Participation Patch



### Opt Out\*\* Reward #2

Sell 1,050 pkgs and opt-out of all rewards then choose a Surfboard with Paddle, Goal Getter Patch and Super Seller Patch



### Opt Out\*\* Reward #3

Sell 3,500 pkgs and opt-out of all rewards for a Printer and Apple MacBook OR Samsung Galaxy Book and Action Patch



### Opt Out\*\* Reward #4

Sell 5,000 pkgs and opt-out of all rewards for a GS Trip to Hawaii - the Big Island



### Opt Out\*\* Reward #5

Sell 7,500 pkgs and opt-out of all rewards for a GS Trip to Aulani Disney Resort in Hawaii & Waikiki



<p><b>Participation Patch</b> 15+ packages</p>	<p><b>Bandana Cooling Scarf OR Dolphin Carabiner</b> 60+ packages</p>	<p><b>Kayak Sanitizer Pouch</b> 90+ packages</p>	<p><b>Clicker the Mini Dolphin</b> With screen-cleaning belly 125+ packages</p>	<p><b>Journal OR</b> *\$5 PC/SC 160+ packages</p>	<p><b>Baseball Hat OR</b> *\$8 PC/SC 200+ packages</p>	<p><b>Coral the Dolphin</b> OR *\$10 PC/SC 250+ packages</p>
<p><b>Toiletry Bag and Waterproof Speaker</b> OR *\$12 PC/SC 335+ packages</p>	<p><b>Paddleboard Beach Towel OR</b> *\$15 PC/SC 450+ packages</p>	<p><b>Super Seller Patch and 2 Tickets to a local GS Event OR</b> *\$30 PC/SC 560+ packages</p>	<p><b>WWF Adoption Kit OR</b> *\$45 PC/SC 650+ packages</p>	<p><b>Solar Charger and Small Dry Bag OR</b> *\$50 PC/SC 850+ packages</p>	<p><b>Goal Getter Patch and</b> *\$125 PC/SC 1,050+ packages</p>	<p><b>2 Tickets to Medieval Times GS Event OR</b> *\$85 PC/SC 1,550+ packages</p>
<p><b>Girl Scout Weekend Camping Experience OR</b> *\$100 PC/SC 2,000+ packages</p>	<p><b>Summer Camp A</b> *\$200 PC/SC 2,500+ packages</p>	<p><b>Action Patch &amp; GS Stayercation Event at Local Resort OR</b> *\$250 PC/SC 3,000+ packages</p>	<p><b>GS Event at San Diego Zoo Safari Park OR</b> *\$300 PC/SC 3,500+ packages</p>	<p><b>Camp Surf (Brownies &amp; up) OR</b> *\$350 PC/SC 4,000+ packages</p>	<p><b>Staycation at Great Wolf Lodge OR</b> *\$400 PC/SC 4,500+ packages</p>	<p><b>Disneyland OR</b> *\$450 PC/SC 5,000+ packages</p>
<p><b>Trip to Orlando for National Convention/Disney World/Universal OR</b> *\$450 PC/SC 5,000+ packages</p>	<p><b>Costa Rica Adventure OR</b> *\$500 PC/SC 7,500+ packages</p>					

Top 5 Selling Girls will enjoy dinner with GSACPC Co-CEOs



**girl scouts**   
arizona cactus-pine

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602.452.7000 | 800.352.6133  
[girlscoutsaz.org](http://girlscoutsaz.org)