

## TRANSITIONING TROOPS

A transitioning troop is one where either new adults are taking over leadership or girl and/or adult members transfer troops, merge troops or split to create additional troops.

### IF NEW CO-LEADER(S) ARE TAKING OVER

- Work with your TSS to help facilitate communication between the new and old leadership.
- New co-leaders should be added to the bank account, old co-leaders removed, and a new Bank Account Information form (found on our website on the Forms page) completed and returned to the TSS.
- Share all records, information and supplies purchased with troop funds.

### IF THE TROOP IS SPLITTING INTO MULTIPLE TROOPS

- Follow the checklist on the Troop Disband Form (found on our website on the Forms page).

### IF GIRL MEMBER(S) ARE TRANSFERRING TO DIFFERENT TROOPS OR TO INDIVIDUAL GIRL MEMBER (IGM) STATUS

- Follow the guidelines below to separate troop funds. It is up to the girl's new troop co-leader or parent/guardian to request troop funds to follow.

## TROOP FUNDS

All money earned by girls in a Girl Scout troop is considered part of troop funds, which is property of the council, and should be used equally for every girl in the troop. Money cannot be allocated or refunded to individual troop members. In addition, girls are never charged different amounts for participating in an activity based on their individual record of money-earning. Troop funds may follow a girl if her Girl Scout troop participation changes within the Spirit of Nebraska council. **It is up to the girl's new troop co-leader or parent/guardian to request these funds to follow.** Girls must be registered Girl Scout members to receive these funds.

### HOW TO SEPARATE TROOP FUNDS

The funds in the troop account are to be divided proportionately by the number of girls in the troop at the end of the last full membership year (after taking into consideration memberships, badges, programs, etc. that have already been paid for and the number of years with the troop) at the time the girl leaves the troop. This is the amount that follows each girl.

- **Moving to a New Troop:** The council can electronically transfer (ACH) troop funds from the old troop's bank account into the new troop's bank account, or a check can be written from the old troop account, payable to the new troop, not the girl or parent.
- **Changing to IGM Status:** IGM's cannot have checking accounts, so the troop is to send a check to the council who will purchase a Juliette's Boutique gift card, which can be used for programs, travel, events or retail purchases.

[Email Member Support](#) to request a portion of troop funds moved from your old troop. Your area Troop Support Specialist will work with the co-leader from your old troop to determine current amount of available funds, review any and all considerations, and determine the final amount that will follow the girl.