

Create YOUR Path

Leader Guide 2019 Fall Product Create Your Path!



IMPORTANT DATES

August 19th - Fall Product Program Training starts

Watch for notification from your Service Unit (SU) Product Coordinator for your SU's training date and time, or you may attend one of the trainings at the Fort Wayne or Granger Service Centers. Troops who attend a training session will be entered into a drawing for an **EARLY BIRD LOTTERY PICK FOR THE UPCOMING COOKIE SEASON** (at least 1 troop at every training will win)!

September 19th - Launch E-Mail (e-mails go to all users in UNIFY to grant them access). **UNIFY** is the online platform for girls to send out e-mails and for girls and troops to enter orders – one site with all things relating to the Fall Product Program (fully integrated, real-time information). – **Verify that all your contact information, as well as girl information for your troop, is entered correctly (and make changes if it is not).**

September 22nd - Online ordering starts – Do not hand out order cards yet, only online starts today.

Sunday September 22nd – 59 Minute Kick-Off: GSNI-M will be hosting 2 FREE kick off events (one at both the Fort Wayne and Granger Service Centers). Girls can register online or you can register for them, by **September 20th**. **Girls who participate will earn a special patch.** This will be a great way to kick off the Fall Product Program and jump start earning great rewards. **There will be door prizes and an ice cream sundae bar as well!**

September 27th, 2019 – Turn in all **Permission Slips:** <https://gsnim.wufoo.com/forms/qikmyyo0txvvsp/>

Friday, September 27, 2019 - Order Card sales start – girls must collect money at time of order. Hand out order cards as close to September 27th as possible and remind girls not to sell from the order card before today.

Sunday, October 20th – Fall Product order taking ends - collect order cards (or copies) and money (**give parents a receipt**). Girls should enter orders and reward choices into the **UNIFY** system by October 20th as well. Online orders will pull automatically as long as the girl is registered thru **UNIFY**.

October 23rd - Deposit slips are due to the SU Product Coordinator or to one of the Girl Scout Service Centers (can also be emailed to frontdesk@gsnim.org). **Remember all orders must be accompanied by money. Please make sure you check the T2 Troop Order - Nuts, Candy, Mags & More, in Unify, before you make your final deposit. It will show you all of the troop's orders and tell you what money is due to council.** Please only deposit what is due to Council into Council's bank account, deposit Troop Proceeds into the Troop's bank account. **GSNI-M will only take cash or troop checks (not checks from parents or customers).**

Week of November 18th – Product & Incentive Pick up: Your SU Product Coordinator will notify you with exact pick up dates, times, and locations. An email will be sent to all Allen County troops, from signupgenius, to schedule your pick up at the Fort Wayne Girl Scout Service Center.

TROOP PROCEEDS

Daisy, Brownie and Junior troops earn 11% of the total sales, and the girl rewards are cumulative. Cadette, Senior, and Ambassador troops can choose to opt out of rewards and earn 13% profit, and patches only. Please send an email to frontdesk@gsnim.org by **October 20th** if your C/S/A troop would like to opt out of rewards. Check out the order card for reward levels. Reward selections cannot be changed after **October 23rd**.

NEW THIS YEAR!!!!

***Early Bird Cookie Booth Lottery Picks** - Your troop can earn **SPECIAL EARLY BIRD COOKIE BOOTH LOTTERY PICKS!!!** Troops who average at least \$200 per **registered** girl will get 1 Early Bird Lottery Pick and troops who average at least \$300 per **registered** girl will get 2 Early Bird Lottery Picks. **At least 1 troop at every training will also win an Early Bird Cookie Booth Lottery Pick!**

***Cookie Crossover Patch** - This special patch is for girls who sold 200 or more packages of cookies in the 2019 Cookie Program, and who have at least \$100 in sales for the 2019 Fall Product Program. The \$100 total can be a combination of in-person orders, online orders, and Care to Share donations.

***Top 10 Girls** - The top 10 Girls in GSNI-M (Girl Scouts of Northern Indiana-Michiana) with the highest dollar amount of sales (combined online and order card) will earn a fantastic experience. We will spend a fun November afternoon creating a one of a kind work of art, at Pottery Bayou, in Winona Lake, IN.

***Top 4 NEW Troops** - The 4 Top New troops (who started in 2019 and whose registered girls did not participate in the 2019 Cookie Program) with the highest dollar amount of “sales per **registered** girl average”, will receive 1 free Cookie Costume (to keep) to help get their troop ready for the 2020 Cookie Program.

***Top 4 OVERALL Troops** - The 4 troops with the highest dollar amount of “sales per **registered** girl average” will receive 1 free day use or 1 free overnight use of **ANY** camp property (based on availability), booked **after** email notification of being the winner. Can use as many buildings/sites as needed for that day or night, and may choose 50% off a 2nd consecutive night. “New” troops who win the cookie costume **ARE** eligible to win this reward too!

***Top Service Unit** - The SU with the highest dollar amount of “sales per **registered** girl average” will receive 1 free day use or 1 free overnight use of any camp property (based on availability), booked **after** email notification of being the winner. Can use as many buildings/sites as needed for that day or night, and may choose 50% off a 2nd consecutive night.

***No Paper Magazine Slips** - magazines must be ordered online, and customers may still renew subscriptions.

PAPERWORK

Printable copies of forms can be found at: www.gsnim.org under “**VOLUNTEERS**”, then “**Forms & Documents**”.

Girl Permission Slip - all girls participating in the Fall Product Program and the Cookie Program must have a Permission slip on file. Please make sure they have this completed before participating! One form takes care of both programs! **Due by September 27th, 2019.** <https://gsnim.wufoo.com/forms/qikmyyo0txvvsp/>

Product Program Volunteer Agreement Form - any adult handling troop money or troop product needs one. **Due by September 27th, 2019.** <https://gsnim.wufoo.com/forms/rs783wi00sp9np/>

Ashdon Farms/QSP UNIFY website address: <http://girlscouts.qspgao.com/gsnim>



Don't know your login and password? Contact your SU Product Coordinator or send an email to frontdesk@gsnim.org - **Please include your SU #, Troop #, and name**, when requesting a login and password. Get it early - don't wait until October 20th!

WAYS TO PARTICIPATE:

In Person

Ashdon Farms Nut and Candy Order Card: Girls will ask customers if they would like to purchase a nut or candy item. If yes, they will fill out the nut & candy order form card with contact information and quantities of items. Payment should be collected at the time the order is placed. Product delivery is handled by the girl/parent before Thanksgiving.

Care to Share: With “Care to Share”, GSNI-M will distribute donated products (**Honey Roasted Peanuts**) to our various military and public servant partners in our 22 counties. If a customer would like to donate a can of nuts, girls will collect the payment and mark their order card. **Share** Donations may be also be made online (great for out of town friends and family)! Customer who donate online may choose between a \$5 nut donation to the military, or a \$20 magazine gift card to the military. Share rewards are based on the **combined total amount** donated on both the order card and via online donations. Girls who collect \$25 in share donations will earn a Share Patch. Girls who collect \$50 in share donations will also earn a Fawn Charm.

Online

Online Sales for QSP Magazines & More:

Ordering magazines online helps us to “Go Green,” and they arrive at the subscriber’s home faster than those ordered on paper! Girls, along with a parent/guardian, go to <http://girlscouts.qspgao.com/gsnim> and send e-mails to family and friends, inviting them to shop online for magazines. Customers order magazines through the online site and pay QSP directly via credit card. The Girl Scout and her troop receive credit for all sales made by **October 20th, 2019**.

What is the *More*? Customers also have the opportunity to purchase candles or can choose from over 200 college and designer tumblers, all of which are BPA free, dishwasher/microwave safe and made in the U.S.A, as well as stainless steel tumblers and water bottles that are BPA free, double-walled, and sweat free. The tumblers, magazines, and candles are available in the online store only. If online customers spend over \$75 in tumblers, water bottles, and candles, their order ships for **FREE**.



The Nut Store: When girls are sending out their emails there will be a link to the Nut Store as well. Customers can select from all of items that Ashdon Farms carries (not just what is on the order card). When participating online you can choose to offer “**girl delivery**” for online purchases of the nut/chocolate items on your order card! Customers will still pay with their credit card, but these items will come to you to deliver to the customer in November.

Here are a few Nut Store Shipping reminders:

- The nut items ordered online will be direct shipped to the customer (the customer pays for shipping).
- Expedited shipping (2nd day) will be recommended for orders containing chocolate items. This cost includes ice.
- Shipping cost is based off of the total retail.
- Regular shipping will take 5 or less business days depending on their shipping address.

Special Online Patch Opportunity – Create & earn your own Patch. Sell \$200 online in nut product, share donations, magazines and more, and earn your own customized patch, with your name on it. The Girl Scout will receive an email from QSP, when she has earned the patch. When the Girl Scout follows the instructions, the patch will be mailed directly to her.

Special Online T-Shirt Opportunity – Earn a personalized T-Shirt. Sell \$400 online in nut product, share donations, magazines, or more, and earn your own T-Shirt, personalized with your name on it. The Girl Scout will receive an email from QSP, when she has earned the T-shirt. When the Girl Scout follows the instructions, the T-Shirt will be mailed directly to her.

Remember all orders must be accompanied by money!

****All patches and rewards are cumulative:***

PATCHES

- 2019-2020 Patch – Earned by setting up your online store
- Online patch – 15 emails and 1 online order
- Leap Ahead! – 10 nut items
- Create Your Path – 3 magazine orders
- Share – \$25 in Share donations (online and order card combined)
- Goal Achiever – 25 emails and 3 online orders
- Super Seller – 40 nut items
- Mag Super Seller – 7 magazine orders



REWARDS

- \$50 in Share donations (online and order card combined) – Fawn Charm
- \$100 + Sales – Empowered Bracelet or Fawn Squishy Keychain
- \$150 + Sales – Fawn Plush or Adjustable Headband
- \$200 + Online Sales – Custom My Patch Creation
- \$225 + Sales – Fuzzy Fawn Pouch or Leap Ahead Necklace
- \$275 + Sales - \$5 Nutty Bucks or Woodland String Lights or Liquid Glitter Journal
- \$350 + Sales – \$5 Nutty Bucks or Sequin Pillow
- \$400 + Online Sales – Personalized T-Shirt
- \$425 + Sales – \$10 Nutty Bucks or Fawn Sequin Cross Body Bag
- \$525 + Sales – \$10 Nutty Bucks or Fawn Hooded Blanket
- \$600 + Sales - \$25 Nutty Bucks or Large Fawn Plush
- \$650 + Sales - \$50 Nutty Bucks or Inflatable Confetti Chair or Sleeping Bag/Camp Package

You can use **Nutty Bucks towards events, camps, in the Girl Scout Shop, and also to pay for her membership next year!**

NUT AND CANDY ITEMS

Honey Roasted Mixed Nuts	\$10.00
Mint Treasures - GS Scout Tin	\$ 9.00
Whole Cashews	\$ 8.00
Chocolate Covered Almonds	\$ 8.00
*Dark Chocolate Peppermint Pretzels	\$ 8.00
Chocolate Covered Raisins	\$ 7.00
*Almond Butter Cups	\$ 7.00
Dark Chocolate Carmel Caps w/Sea Salt	\$ 7.00
English Butter Toffee	\$ 6.00
Peanut Butter Bears	\$ 6.00
Pecan Clusters	\$ 6.00
Dulce de Leche Owls	\$ 6.00
*Barbeque Snack Mix	\$ 6.00
*Hot Cajun Crunch	\$ 6.00
Fruit Slices	\$ 6.00
Care to Share Nuts	\$ 5.00

**New on the Order Card this year*



Refunds for Troop Overpayment – Check the ***T2 Troop Order - Nuts, Candy, Mags & More***, in UNIFY, before you make your final deposit. It will show you all of the troop's orders and tell you how much money is due to Council. Keep your Troop Profit and you won't have to wait for a refund. **If you overpay Council**, all necessary paperwork must be on file with Troop Support by **Jan 31, 2020**, in order to receive a refund. **No refunds** will be issued after Jan 31, 2020, for the 2019 Fall Product program.