



Girl Scouts of Tropical
Florida
2022 Cookie Program Training
New Troop Cookie Managers





WELCOME
AND
THANK YOU





HELLO
my name is

KIM

Is Your Troop Cookie Ready?

NEW! Troops must be **Cookie Ready by October 31st** as part of qualifying for the **Team Player Bonus**.



Troop Criteria

- Have at least five (5) registered girls and two (2) registered, unrelated, and background-checked adult Troop Co-Leaders for the 2022 membership year.
- Multi-level Troops must have the appropriate girl:adult ratio for the 2022 membership year, as required by the youngest age of the girl in the Troop.
- Only girls with an active 2022 membership year registration and in a Troop, as described above, will be uploaded into the Cookie Program platforms – eBudde and Digital Cookie.

2022

Is Your Troop Cookie Ready?

Troop Finances

- Troop must have submitted the Finance Report for 2021.
- Troop must have a Truist (BB&T) bank account.

2022 Cookie Program Training

- The Troop Cookie Manager must complete 2022 Cookie Program Training before receiving Cookie Program materials from your Community PPM.



NOT JUST A SALE!

The Girl Scout Cookie Program is the largest girl-led entrepreneurial program in the world

BUSINESS SKILLS BAKED INTO EVERY BITE



Decision Making

Smarter decision making empowers a girl to excel.



People Skills

Confidence in dealing with others helps a girl reach her goals.



Goal Setting

Setting important goals inspires a girl to better herself.



Money Management

A girl learns the importance of good money management.



Business Ethics

A girl learns the value of running a business the right way.



When Does the FUN Begin?

Pre-Orders: Nov. 22 – Dec. 3

Digital Cookie: Dec. 1 – Feb. 21

Direct & Booth Sales: Jan. 8 – Feb. 21



Troop Cookie Manager Virtual Training	Oct. 14 at 7pm
Cookie Pre-Orders	Nov. 22 – Dec. 3
Digital Cookie Opens	Tentatively Dec. 1
eBudde Booth Selection Begins	Dec. 5 at 9am
Troop Initial Order Due	Dec. 6 by 11:59pm
Initial Order Pickup/Sales Begin	Jan. 8
Cupboards Open	Jan. 13
1 st ACH Payment	Jan. 24 (25% balance due)
2 nd ACH Payment	Feb. 7 (40% balance due)
Cupboards Close	Feb. 18
Girl Cookie Money Due to Troop	Feb. 18
Booth Sales and Digital Cookie End	Feb 21 by 11:59pm
eBudde Closes to Troops	Feb. 26 by 11:59pm
3 rd ACH Payment	Feb. 28 (balance)
Team Player Bonus and Troop Treasure Distributed	March
Rewards to Communities	April



Troop Cookie Manager Role

LEAD – TRAIN – CHEER!

Troop Cookie Manager Role

- Host girl/parent Troop Cookie Meeting to talk about goals and distribute materials
- Collect girl orders and submit in eBudde
- Pick-up cookies on Cookie Pick-Up Day and at Cookie Cupboards
- Schedule and host cookie booths with girls
- Distribute cookies and rewards in a timely manner
- Collect and deposit money frequently



Cookie Program 101

- Key Concepts
 - ✓ Girl-Led! – girls lead and volunteers' coach
 - ✓ Troops earn proceeds and Girls earn rewards
- Ways to Run a Cookie Business
 - ✓ Pre-Orders & Initial Order – Girls take orders from friends and family; not payment.
 - Used to help determine quantity and variety for Cookie Pick-Up day on Jan. 8.
 - *Tip!* It is up to the Troop to decide whether they would like to continue Pre-Orders up to the start of the Direct Sales.
 - ✓ Digital Cookie - Online sales platform, integrated with eBudde
 - ✓ Direct Sales and Cookie Booths – Allows girls and Troops to sell directly to customers
- Family Meeting
 - ✓ Why We Cookie?
 - ✓ Goal Setting
 - ✓ Family Responsibility Agreement Form
 - ✓ Review Family Guide
- Safety Guidelines



Cookie Program Materials

Recruitment Flyer
Available Digitally

Thanks!
For Practicing
Social Distancing

CONFIDENTIAL & PROPRIETARY

Goal Getter Order Card
Distribute as Necessary

Parent Responsibility & Permission Agreement
1 per girl

2022 Order Card
1 per girl

TCM Manual
1 per Troop

HTH Flyer
Available Digitally

girlscouts of florida Donate part or all of your purchase today! Learn more: www.girlscoutsfl.org/donationcookies

Receipt Book
1, 2, or 3 per Troop

Little Brownie
BAKERS®

Cookie Program Material Distribution

NE, NW, CE, Keys– Please coordinate with your Community PPM to pick-up program materials.

NB – Please coordinate with Community Leaders to pick-up program materials.

SD – Details will be sent via email; pick-up begins week of Oct. 18

CW – Pick-up begins week of Oct. 18th; Monday to Thursday 9:30am to 2:30pm – Thursday & Friday until 6:30pm

Community Name	Product Program Manager	Community Leader will be distributing Program materials for Community
Northeast	Valarie M.	
Northwest	Cary G.	
North Beach		Ernestine M. & Joey S.
Central West		Council Cookie Team
Central East	Erica R.	
South Dade		Maria B.
The Keys	Amy B.	

Community Leaders have generously offered to distribute Cookie Program Materials within their Community to Troop Leaders and/or Troop Cookie Managers.

For those communities without a designated PPM, Council staff will be assisting your Community this season.



Ready for a new Girl Scout Cookie™ Adventure?
We are!

New for the 2022 Cookie Program

- New Cookie!
- 13 New Cookie Business Badges
- Team Player Bonus Update
 - NEW! Troops must be Cookie Ready by October 31
- I Sold Cookies to a VIP Patch
- Cookie Chat Office Hours
- FriYAY Emails
- Digital Cookie Enhancements
 - Two Ways to Use Troop Link
 - My Cookie Tab – Displays the total packages a girl has credited in eBudde
 - Digital Cookie App Update
- eBudde Enhancements
 - Girl Order Tab Inventory
 - Caregiver Emails



2022



Our 2022 COOKIE LINEUP

adventurefuls™ • Real Cocoa

Indulgent brownie-inspired cookies with caramel flavored crème and a hint of sea salt.
Approximately 15 cookies per 6.3 oz. pkg.



NEW!



lemon-ups® NATURALLY FLAVORED WITH OTHER NATURAL FLAVORS

Crispy lemon cookies baked with inspiring messages to lift your spirits.
Approximately 12 cookies per 6.2 oz. pkg.



samoas® • Real Cocoa • Real Coconut

Crisp cookies with caramel, coconut and dark chocolaty stripes.
Approximately 15 cookies per 7.5 oz. pkg.



tagalongs® • Real Cocoa • Real Peanut Butter

Crispy cookies layered with peanut butter and covered with a chocolaty coating.
Approximately 15 cookies per 6.5 oz. pkg.



do-si-dos® • Made with Natural Flavors • Real Peanut Butter • Whole Grain Oats

Oatmeal sandwich cookies with peanut butter filling.
Approximately 20 cookies per 8 oz. pkg.



trefoils®

Traditional shortbread cookies.
Approximately 38 cookies per 9 oz. pkg.



thin mints® • Made with Vegan Ingredients • Real Cocoa

Crisp, chocolaty cookies made with natural oil of peppermint.
Approximately 30 cookies per 9 oz. pkg.



girl scout s'mores® • Made with Natural Flavors • Real Cocoa

Graham sandwich cookies with chocolate and marshmallowy filling.
Approximately 16 cookies per 8.5 oz. pkg.



toffee-tastic® • No Artificial Flavors GLUTEN-FREE

Rich, buttery cookies with sweet, crunchy toffee bits.
Approximately 14 cookies per 6.7 oz. pkg.





Troop Proceeds



Cookie Proceeds

Cookie Prices

- Core Cookies: \$5 per box
 - Adventurefuls, Thin Mints, Samoas, Trefoils, Tagalongs, Lemon-Ups, Do-si-Dos
- Specialty Cookies: \$6 per box
 - Girl Scout S'mores and Toffe-Tastic

Proceed Example:

Base Proceed = \$0.70 per box

Team Player Bonus = \$0.15 per box
(paid after the program ends)

J/C/S/A Reward Opt-Out Bonus = \$0.05

Total Possible Troop Proceeds Per Box =
\$0.85 - \$0.90 per box

Now, let' talk about these bonuses!

Team Player Bonus

\$0.15 per box

Troops can earn up to \$0.85 per box in total proceeds, simply by complying with GSTF Cookie Program guidelines for being Cookie Ready, Troop finances, and deadlines – things most Troops already do.

Team Player Bonus is \$0.15 extra per box and is paid via ACH transfer after the program ends.

It's as easy as 1-2-3

- 1. Are you Cookie Ready?:** Troop Must be Cookie Ready by October 31.
 - a) Have at least 5 registered girls and 2 registered, unrelated, and background-checked adult co-leaders.
 - b) Must have submitted the 2021 Finance Report and bank at Truist (BB&T).
 - c) Complete 2022 Cookie Program Training.
- 2. Positive Payments:** Ensure Troop bank account has sufficient funds prior to all ACH withdrawal dates and have no outstanding balance after final payments.

Note: For the 2022 Cookie Program, all Troop bank accounts will be at Truist (BB&T).
- 3. Time is Money!:** Meet All Published Program Deadlines; to include Initial Order Submission and Final Close Out in eBudde.



Reward Opt-Out

Opt-out form must be approved by *all* girls

Junior, Cadette, Senior & Ambassadors Troops
ONLY

Multi-level Troops with Daises or Brownies are not
eligible

Request the form from Customer Care via email:
customercare@girlscoutsfl.org *or* locate on the GSTF
website.

If unable to get physical girl signatures on the form,
we will accept email approvals from each girl, along
with the completed form from the Troop Leader.

Form Due: December 1

Troop Treasure

It's like Cookie Bucks or Digital Dough for Troops

Number of Selling Girls in a Troop with PGA of 350+	Troop Treasure Earned
3-5 girls	\$75
6-10 girls	\$100
11-20 girls	\$150
21+ girls	\$200

Digital Dough can be used for purchases on GSUSA website.

Cookie Bucks can be used for GSTF programs, camps, and membership
(*excludes partner programs*).

Both will expire September 30, 2023





Cookie Payment Schedule

Payments Debited Automatically

Payment Date	Amount of Payment
Mon. Jan. 24	25% of Amount Owed to Council
Mon. Feb. 7	40% of Amount Owed to Council
Mon. Feb. 28	100% of Balance Due

Chewy, crunchy, chocolaty, lemony...

Hometown Heroes



Hometown Heroes

Customers can donate all or part of their purchase to send cookies to those who serve our communities in Miami-Dade County and Monroe County.

Some Examples of our 2021 Heroes Were:

- Military Personnel
- Firefighters
- Police Officers
- Healthcare Workers
- Vaccination Site Volunteers and Workers
- Teachers
- Postal Service Personnel
- EMTs

In 2021, we donated 9,000 boxes of cookies to our community!

For Troops who collect donations, you will have the opportunity to deliver cookies to your heroes at the end of the Cookie Program.



Girl Scouts®
Gift of Caring patch

Cookie Booths

GIRL SCOUT COOKIES!



Thanks!
For Practicing
Social Distancing



Little Brownie
BAKERS

Cookie Booth Types

- **Tropical Florida Booths**
 - Includes Publix, Winn-Dixie, and Milam's
 - Sign-up in eBudde starting Dec. 5 at 9am
- **Community Booths**
 - PPMs contact merchants and secure booth availability
 - Offered first to Troops in the Community
 - PPMs submit spreadsheet by Dec. 13 to be uploaded in eBudde
- **Private Booths or "Lemonade Stands"**
 - Away from the general public
 - Not listed in eBudde or Cookie Finder, *unless Troop Cookie Manager submits a My Sales request in eBudde*



Tropical Florida Cookie Booths

COMMUNITY BOUNDARIES							WHERE YOUR TROOP MEETS
Northeast Community	North Beach Community	Northwest Community	Central East Community	Central West Community	South Dade Community	Keys	
33054, 33055, 33056, 33154, 33160, 33161, 33162, 33167, 33168, 33169, 33179, 33180, 33181	33109, 33125, 33127, 33128, 33132, 33136, 33137, 33138, 33139, 33140, 33141, 33142, 33147, 33150, 33129, 33130, 33131, 33135, 33145, 33149	33010, 33012, 33013, 33014, 33015, 33016, 33018, 33122, 33126, 33166, 33141, 33142, 33178, 33182, 33184, 33192, 33131, 33135, 33194	33133, 33134, 33143, 33144, 33146, 33155, 33156, 33158	33165, 33173, 33175, 33176, 33183, 33185, 33186, 33193, 33196	33030, 33031, 33032, 33033, 33034, 33035, 33039, 33157, 33170, 33177, 33187, 33189, 33190	33001, 33036, 33037, 33040, 33041, 33042, 33043, 33044, 33045, 33050, 33051, 33070	



Tropical Florida Cookie Booth Reservations

Week 1 – Troops sign up within own Community Zip Codes only

	Troops less than 12 girls	Troops 12+ girls	Troops 28+ girls
Dec. 5-11	4 per day	8 per day	15 per day
Total Week 1	28	56	105

Week 2 – Per day limits apply, but no geographic restrictions within Council

Dec.12-18	4 per day	8 per day	15 per day
Cumulative Total	56	112	210

Week 3+ Sign up open – no restrictions through sale end

Dec. 19 and onward	Unlimited anywhere within GSTF		
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2022 Cookie Booth Guidelines

In response to the ongoing prevalence of COVID-19 in our community, we have created guidelines and tips for the safety of girls and volunteers:

- **Masks must be worn at all times, by all girls and volunteers.**
- A recommended maximum of two (2) adults and two (2) girls at all cookie booths. Cookie booths should *not* have more than two adults and four girls.
- Continue to practice social distancing and use signage to encourage customers to do so.
- Encourage contactless payment through the use of debit/credit cards on the Digital Cookie App.
- Continue the frequent use of hand sanitizer and hand washing.

Due to COVID-19, modified cookie booth guidelines may be shared throughout the Cookie Program.



2022 Cookie Delivery/Drop-off Guidelines

In response to the ongoing prevalence of COVID-19 in our community, we have created guidelines and tips for successful and safe Cookie Delivery/Drop-off.

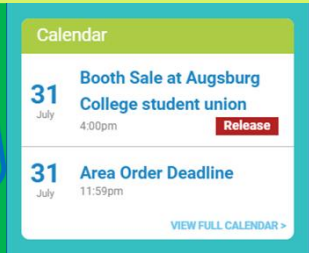
- **Masks must be worn at all times, by all girls and volunteers.**
- Bring hand sanitizer or sanitizing wipes to use before and after delivery/drop-off.
- Practice “no contact” deliveries or maintain social distance.
- It is recommended to have an adult make the delivery on behalf of the girl.
- If cookies have not been paid for by the time of delivery/drop-off, encourage the customer to pay over the phone ahead of time, or collect money in an envelope.
- Find a special way to say thank you!
- **TIP!** Leave contact information for the customer to easily reorder cookies.
 - Note: Only provide adult-supervised contact information



Cookie Booth Etiquette

- Show up for booths or cancel
 - Please cancel at least 3 hours in advance
 - This was the main complaint we received last season!
- Girl Scouts are guests at business locations. Respect that privilege with appropriate behavior. Girls and adults should act professionally – this is the girl’s cookie business
- Safety first! Girls should never give out their full name, address, or phone number.
- Please print and bring your booth confirmation or be prepared to show it on a mobile device.
- Never leave trash!
- If store management asks a Troop to leave, please do so immediately and then contact Council staff to sort out the misunderstanding.
- Troops are not competing teams. We are all Girl Scouts of Tropical Florida! Please “be a sister to every Girl Scout.”

Troops will be able to release booth cancellations from their dashboard in advance.





Digital Cookie

Nov.
Nov.
Dec. 1

Volunteer Receives Registration Email
Parents receive registration email – *if opted into GSTF email*
Digital Cookie Opens (tentatively)



Dear Angela,

It's our favorite time of year—Girl Scout Cookie season!

Don't miss out on an incredible opportunity to help your girl superpower her sale like never before by adding the Digital Cookie® platform to her traditional sales. Because the more she sells, the more she will earn, learn, grow, and practice leadership the Girl Scout way—helping her achieve her goals and get amazing things done. It's all part of the magic of participating in the largest girl-led entrepreneurial program in the world!

Spend more time together, and sell to eager cookie fans near and far. It's easy and super convenient.

And remember, safety first! When your girl sells cookies online, please have her follow these important guidelines:

- Make sure neither her nor her friends/family share her contact information, Digital Cookie site link, or other cookie sales information on public websites or with news outlets.
- Keep any cookie social media marketing activities to accounts set to "private."

Register Now

Create Password/Login with password

Create your New Digital Cookie Password

When you create your password, a confirmation email will be sent.

New Password:

Confirm Password:

Submit

Log in to Digital Cookie

Email:

Password:

LOG IN

Forgot password?
Need a registration email?

View Safety Video/Approve Terms and Conditions/Safety Pledge



Select View/Register Girls

Select Login View

What role would you like to log in as?

After you've approved the terms and conditions, you'll be able to log in.

Submit

Digital Cookie System	Girl Scout	GSUSA ID	GSUSA ID	Troop	Girl Preferred First Name*	Girl Email Address*	Action
Approved	Sanger	PHL2	876712011	PHL20000	1200		APPROVE



Digital Cookie Purchase Options:

1. **Direct Shipping**
 - Shipping prices expected to increase this year
2. **Hometown Heroes Donations**
3. **Girl Delivery** (also known as *In-Person Delivery*)
4. **In-Hand Purchases**
 - Credit card payment for customers
 - Note: GSTF only supports Digital Cookie payment transactions (*not Venmo, Square, etc.*)

digital cookie

4 Easy Steps to Get Movin' with the Digital Cookie® Platform!

This cookie season superpower your sale by expanding your efforts from the booth to the web. Why? Because adding online and mobile channels to your sale can help you reach more cookie fans than you ever imagined. That's right! With the Digital Cookie® platform you can market everyone's favorite cookies-with-a-purpose to customers down the block or across the country from the comfort of your couch. AWESOME.

Here are 4 easy steps to jump into the fun, and slay those cookie sale goals like a true cookie boss!

<p>1 Register</p> <p>Sign up to use the Digital Cookie® platform, look for your Digital Cookie® registration email. If you can't find it, contact your council for details.</p>	<p>2 Set Up Your Site</p> <p>In just a few minutes, you can set up your sale goal, share your cookie story, and upload a fun picture or video. Then you're ready to save, review, publish, and...done!</p>	<p>3 Invite Customers</p> <p>Manage your cookie customer list and easily send ready-to-use emails inviting people to support your sale. You can also promote your personalized cookie site link on Facebook with friends and family.</p>	<p>4 Track Your Goal</p> <p>See how close you are to reaching your goal by tracking the number of boxes sold and orders placed, as well as sales by delivery type and cookie variety. You can even include offline sales to see your total progress—yum!</p>
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Sell on the go with the Digital Cookie Mobile App!
Download is FREE.

GET IT ON Google Play | Download on the App Store

The Girl Scouts name and mark, and all associated trademarks, including but not limited to Girl Scout Cookies, Girl Scout Cookie Program, Thin Mints, Trellis, Digital Cookie and the Trellis design and mark are owned by Girl Scouts of the USA.



What is Girl Delivery?

Girl Delivery (*also known as In-Person Delivery*) allows a customer's order to be personally delivered/dropped-off by a Girl Scout.

When a customer selects the Girl Delivery option that selection must first be approved by a parent or guardian.

Parental approval may be based on cookie inventory, distance, capacity to deliver to the requested address in a timely manner, and whether the customer is a friend or family member (*someone known and trusted*).

Parents have 5 days to approve a Girl Delivery order.

Girl Delivery is Optional

Troops – Council staff can turn off the Girl Delivery option for the *entire* Troop.

Parents – Parents can turn off the Girl Delivery option, *after* Initial Order.

Before Initial Order, parents can decline every Girl Delivery order, and/or place a note on the girl's site that they are not accepting Girl Delivery orders.



Dear Jessica,

Isabel has a new cookie order(s) pending approval for in-person delivery—sweet! Here's what you need to know:

- You have five days to approve the order before it automatically switches to either a donation or cancellation, depending on what the customer specified as the secondary option when placing the order.
- Before you approve the order, please ensure:
 - The person you're delivering to is a trusted contact.
 - You and your girl are able to deliver to the required location.
 - You and your girl have cookies or can get them within the next ten weeks.
 - You and your girl can deliver the cookies as soon as you receive them—the faster, the better!
- You will receive a confirmation email—this is your green light to deliver the order.

And remember, safety first! When your girl sells cookies online, please have her follow these important guidelines:

- Make sure neither her nor her friends/family share her contact information, Digital Cookie site link, or other cookie sales information on public websites or with news outlets.
- Keep any cookie social media marketing activities to accounts set to "private."

[Log In Now](#)

Girl Scout Cookie Program
Colorado

Girl Delivery

When a parent is determining whether to approve or decline an order, consider the following -

- Is the customer a known and trusted individual?
- Are you willing and able to get the cookies to the customer's location?

AND

- Do you have, or will you have, the inventory available?

If yes, "Approve Order."

If you are unable or unwilling to fulfill the customer's order, click "Decline Order" and the order will default to whatever second option the customer has selected: "Cancel" or "Donate."

Online Cookie Program Guidance

Girls may use the Internet to share their Cookie Program sales links, stories, and learnings with the following guidelines:

- 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 engaging in online sales and marketing must review and apply the Digital Marketing Tips for Cookie Entrepreneurs and Their Families.
- Girls, volunteers, and parents must review and adhere to the Girl Scout Internet Safety Pledge, the Digital Cookie Pledge, the Supplemental Safety Tips for Online Marketing, and Girl Scouts Safety Activity Checkpoints for Computer Internet Use and Cookie and Product Sales (with the exception that they may share beyond friends and family).
- Sale links should never be posted to online resale sites (eBay, Facebook Marketplace, Facebook Swap, etc.).
- 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 the automated function.
- Social media ads should not be purchased or donated to promote sales links.
- Girls should remove their last name when using social media site to protect their identify.
- GSUSA reserves the right to remove or disable links for any reasons including violation of guidance.
- Parents, girls, and volunteers should contact and collaborate with their Council in advance on any national and local news media opportunities.



New Digital Cookie Features

Troop Links

- Automatically created by GSUSA in Digital Cookie
- Link One: Troop Cookie Link – This link does it all!
 - ❖ Customers can order cookies for local delivery, have cookies shipped, or donate cookies.
 - ❖ Use this link to take preorders that allows customers to pre-pay and pick up at a Troop designated location.
- Link Two: Troop Shipped Only Link
 - ❖ Use this link when selling outside of your Troop's delivery area in the community.
 - ❖ Cookies are shipped directly to the customer or donated to the Council's donation program and credited to the Troop.
 - ❖ Link will be connected to the GSUSA Cookie Finder and customers from anywhere could end up using your link. Troop Links will be active on the Cookie Finder starting Feb. 18.



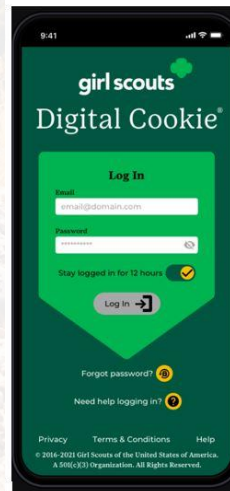
New Digital Cookie Features

My Cookies Tab

- Displays the total packages a girl has credited in eBudde.
- Will show parents and girls their:
 - ❖ Initial Order
 - ❖ Cookies In-Hand
 - ❖ Girl Delivery Orders
 - ❖ Additional Cookies Sold (Offline Sales)

Digital Cookie App

- Update the appearance in line with brand refresh
- QR Code available



A close-up photograph of a person's hand holding a smartphone. The hand is positioned in the lower right quadrant of the frame, with fingers gently gripping the device. The smartphone screen is lit up and displays a colorful interface with various icons and text, though the details are slightly out of focus. The background is a bright window with a view of green foliage, creating a soft, bokeh effect. The overall lighting is warm and natural, suggesting an indoor setting near a window.

eBudde

Little Brownie
BAKERS®

Cookie Tech Portal

eBudde Dashboard



eBudde access for Troops begins mid-November with weekly uploads.

What to do first in eBudde:

1. Review and agree to the Volunteer Responsibility Agreement Form.
2. Review the Settings tab to designate Troop Cookie Chairs and Cookie Pick Up users. Set your Troop's sales goal.
3. Review the Girls tab to be sure all girls are listed.

eBudde Enhancements... a new Bubble Sheet

Troop#: _____ Total Cases Picked Up: _____ Time of Pick Up: _____

Pick Up Location: _____ Contactless: _____



ADVENTUREFULS™



DO-SI-DOS®



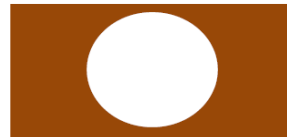
THIN MINTS®



LEMON-UPS®



SAMOAS®



GIRL SCOUT S'MORES®



TREFOILS®



TAGALONGS®



TOFFEE-TASTIC®



Troop#: _____

Received By: _____

©, TM & © Girl Scouts of the USA; ©, TM & © 2021 Ferequity Inc.
Girl Scout Cookie Program™ Quick Pick up Form; LITTLE BROWNIE BAKERS N/S 4 (Revised April 2021)

Date Received: _____



eBudde Enhancements...

Caregiver Emails



eBudde will import caregiver emails so Troop Leaders/Troop Cookie Managers with access to eBudde can communicate via eBudde directly with parents and/or caregivers.

Parents/caregivers cannot reply to any messages. If you want a reply, it is suggested to include an email address they can respond to.

Troop 18020 Girls

Settings Girls Init. Order Delivery Girl Orders Transactions Txn Pickups Cookie Exch

Update Hide Active Hide Inactive Printable

Since you are a DOC council, and this troop has been selected as a DOC troop, grade levels for all girls will be required, and any girls in grade levels K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 or 12 will be required to have accurate GSUSA ids.

First Name	Last Name	GSUSA Id	Caregiver email	Inactive?	Grade	DOC Eligible	DOC Emails	Reg'd?	Sales Goal
Becky	Harrigan	TEMP7992525180201 ID	slickbh12@becky.lbb.c	<input type="checkbox"/>	4	✓		<input checked="" type="checkbox"/>	
Cindy	Wright	TEMP7992525180201 ID	rharrigan6614@becky.	<input type="checkbox"/>	5	✓		<input checked="" type="checkbox"/>	
		ID		<input type="checkbox"/>				<input type="checkbox"/>	
		ID		<input type="checkbox"/>				<input type="checkbox"/>	

Contacts Settings Troops Init. Order Delivery Transactions

Branch E-mail:

Calling all cookie communicators!

Please help us keep the eBudde™ system humming by using the best tool for the communication job:

- For basic information such as policies and procedures, post files on your council's section of the VIP eTraining system. Volunteers can access them again and again without bogging down the system.
- For alerts and timely reminders, use eBudde's™ in-system messaging. Now you can upload your file and the link will be sent to recipients. The attachment link will expire 45 days from the day of upload.

Remember "Branch email" is provided as a convenience to broadcast information to your branch of the council. Unlike the "Notices" system, email messages will only go out once per "send". Recipients will not be able to reply to this email.

When you use the best tool for the communication job, you help keep eBudde™ quick and lively for everyone. Thanks!

Return-to Address: eBudde(tm) <do_not_reply@littlebrowniebaker>

* Subject:

* Message:

Plain Email HTML Email

* Send Email To

- Select All
- Troop Leaders
- Troop Cookie Chairs
- Troop Cookie Pickup Only Users
- Troop Booth Recorder Only Users
- Troop View Only Users
- Girl Caregivers

(max 5MB)

Attachment: No file chosen

I'm not a robot

Cancel Send email

Girl Orders Tab Inventory

The Girl Order Tab will send information over to a new tab on Digital Cookie called *My Cookies*.

- The *My Cookies* tab will show parents and girls the **total number packages a girl has credited to her**.
- Troop Leaders will have the ability to select which cookies to show on the *My Cookies* tab by selecting a box called **Inv.** on the Girl Orders tab.
- Troop Leaders should only send over information for cookies assigned to a girl. So, when to check the box?
 - Only when additional cookies are being given to the girl for offline orders and for payments for offline orders.
 - Do not check the box for booth packages, as those are not physical packages that the girl is given.
- All **Inv.** selections can be unmarked in eBudde. Changes take about 15 minutes to reflect in Digital Cookie.
- Encourages Troop Leaders to keep the Girl Orders tab updated.

eBudde Enhancements...

Girl Orders Tab Inventory

The Girl Order Tab will send information over to a new tab on Digital Cookie called *My Cookies*.

Printable Save

Add Trans. Add Payment

Below are transactions for Abiella A..

Abiella A.				\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
DOC	Comment	Inv	Bth	C GOC	Advf	LmUp	Tre
	Init. Order *Locked*			10	10	10	10
	add pkgs	✓		0	0	1	0
	booth		✓	0	0	1	1
	payment	✓		0	0	0	0

Pre-Orders & Initial Order

Troop Initial Order due Dec. 6 by 11:59pm

Girls use their Order Card during the Pre-Order phase to secure promises to buy cookies in January.

Troops should order 2 weeks of cookie booth cookies

Troop Initial Order = Girl Pre-Orders + Troop's 2 Weeks of Booth Cookies

How Are Initial Orders Placed?

1. Collect Order Cards from Girls. Girl Delivery Orders are Automatically Captured.
2. Enter and Submit Cookie Order.
3. Select Cookie Pick-Up Day Time Slot and Location.
4. Submit Girl and Troop Initial Order Rewards, *if applicable*.

Variety	Varieties Mix: Cookie Program '19-20	Varieties Mix: Cookie Program '20-21
Lemon-Ups	8.6%	7.8%
Trefoils	8.9%	8.7%
Do-si-Dos	9.5%	9.6%
Samoas	21.0%	21.0%
Tagalongs	15.0%	15.2%
Thin Mints	27.3%	27.6%
S'mores	6.1%	6.3%
Toffe-Tastic	3.2%	3.5%

Pre-Orders & Initial Order

Troop Initial Order due Dec. 6 by 11:59pm

Council staff cannot place the order with Little Brownie Baker until **all** Troops submit their order – so we need your help!

Prior to submitting the Troop's Initial Order, there are a few things to look out for:

1. Does the order make sense? Troops order in boxes, but pick-up in cases so that has been known to confuse leaders. eBudde will do the math for you.
2. If any rewards appear in red, a selection is needed.
3. Did you select a delivery time slot and location?

Initial Order Troop Reward
200+ PGA : Climb with
Courage T-shirt



Thanks!

For Pra
Social Dis

Initial Order Girl Rewards

180+ Boxes: Bandana
230+ Boxes: Bracelets



Little Brownie
BAKERS®

Cookie Pick-Up Day – January 8, 2022

Miami-Dade County Troops

Prime Logistics

or

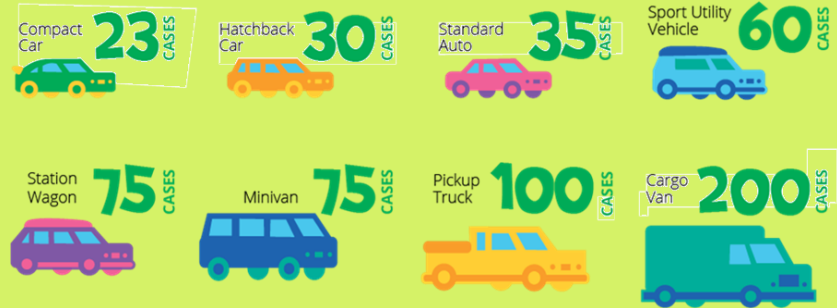
Homestead Moving and Transfer

Monroe County Troops

Specific delivery schedule similar to 2021

Details to come in December

How Many Cookie Cases Can Your Car Carry?



COOKIES CANNOT BE RETURNED ONCE PICKED UP

Troops are responsible for verifying the total number of cases.

Troops accept financial responsibility by signing the receipt.

WHEN IN DOUBT, RECOUNT

Wait until you're sure about case count to sign the receipt.

Tips for a Smooth Cookie Pick-Up Day

- It takes two (2) adults – please no children or pets
 1. Drive through the stations
 2. Exit the vehicle to count and supervise loading
- Know your order by variety
- Arrive at your scheduled time
- Make sure you have enough vehicles to load your order
- Have a caravan? Please be sure all vehicles enter the line at the same time, with the lead car in front
- Check-in with staff to receive your bubble sheet and give to loader
- Count the cases before and during loading
- At check-out, pickup Initial Order rewards, sign for cookies and rewards, and take your receipt
- All done! You are counted and can begin distributing your cookies once you exit the premises

No shows will have their order cancelled and forfeit any associated rewards!



Cookie Distribution to Girls and Parents

Track all cookies and payments

Troops should distribute cookies as soon as possible after Cookie Pick-Up Day!

Girls should deliver cookies to customers promptly – the goal is within the first 2 weeks of receiving cookies.

No Family Responsibility Form = No Cookies!

Use the receipt book for every transaction.

Tip! Issue no more than five cases at a time to parents to minimize risk.

Collect girl cookie money regularly and make frequent deposits to the Troop bank account.

Use eBudde as a payment tracking tool to log payments from girls/parents.

MONEY AND/OR PRODUCT RECEIPT		CLIPBOARD RECEIVED/DEDUCTED	RECEIPT NO.
TROOP NO.	1900	REPORT CODE 1400SL	DATE 11/16/20 FROM
NO. OF CASES	NO. OF PKGS.	VARIETIES	AMOUNT DUE
	10	LEMON-UPS™	\$312.00
	10	TREFOILS®	
	10	DO-SI-DOS®	
1		SAMOAS®	AMOUNT PAID
	10	TAGALONGS®	0
1		THIN MINTS®	AMOUNT STILL DUE
	10	GIRL SCOUT S'MORES®	\$312.00
	10	TOFFEE-TASTIC™	
2	30	← TOTAL	
girl scouts Little Rock Area		RECEIVED BY (SIGNATURE) Parent Signature	GIRL'S NAME Sarah B.
		RECEIVED FROM (SIGNATURE) Cookie manager Signature	
(IMPORTANT: BE SURE TO SHOW TROOP NUMBER ON ALL RECEIPTS)			M-3

Cookie Cupboards – open Jan. 13

Cupboards are locations where Troops can re-stock their inventory for cookie booths and supply girls with more boxes to meet their goal!

All cookie pickups during the season require placing a pending order in advance.

GSTF Service Center

11347 SW 160th Street

Miami, FL 33157

10 cases or less

Every Thursday; 1 to 7pm

O-Gee Paint

2855 SW 69th Court

Miami, FL 33155

Schedule: Pending

Homestead Transfer

32100 SW 187th Avenue

Homestead, FL 33030

Schedule: Pending

Miami Lakes

Pending Address

Tuesday, Jan. 18

Tuesday, Jan. 25

Every Thursday; 4 to 7 pm

Keys Mobile Cupboard

January 18

January 26

February 2

Dates subject to change

Require an order of 100 or more cases

**Orders can only
be placed in
full cases!**



Contactless Cookie Cupboard Pickup

Cupboard Staff: Review orders through the eBudde app on their personal device. Releases the order once confirmed by Troop Leader.

Troop Leaders/Pick-Up Users: Have the eBudde app. Place order in full cases. Provide Troop number. View and confirm the order on their personal device.



Troop puts pending order into eBudde desktop or eBudde App.



Cupboard Staff sees order in eBudde.



At Cupboard, Troop Leader provides Troop number and confirms correct order is prepared. Cupboard Manager reviews order with Troop Leader and releases the order, which serve as electronic signature.



Transaction goes into eBudde and receipt is emailed.



Allocating Cookie



Give girls credit for EVERY BOX SOLD...Initial Order, Booths, Digital Cookie, Hometown Heroes, and personal extras!

Girl rewards are based on cookies being allocated in eBudde, so its critical that all cookies sold are assigned to individual girls before the program is closed – including Troop Link cookies.

Tip! It is more manageable to allocate regularly throughout the program – do not wait until the end!

Allocate all boxes and make final reward selections by 11:59pm on Feb. 26

Allocating Cookie

Girl Delivery Orders BEFORE Submitting the Troop Initial Order:

Credit for both boxes and payments are automatically transferred to eBudde as part of the Troop's Initial Order.

		\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	\$6.00	\$6.00	
		S4M	LnUp	Tre	D-S-D	Sam	Tags	TMint	SMr	Toff	Total
✓ Melanie M.	Order Card	0	10	30	10	22	5	14	4	7	102
	★ DOC Girl Del.	0	4	4	0	2	1	3	1	0	15
	Total Order	0	14	34	10	24	6	17	5	7	117
✓ Navy P.	Order Card	0	24	48	48	72	24	72	12	12	312
	DOC Girl Del.	0	9	6	8	10	8	22	3	6	72
	Total Order	0	33	54	56	82	32	94	15	18	384
	Pkgs. Orderec	20	192	252	204	300	144	324	84	72	1592
	Cases to Order		16	21	17	25	12	27	7	6	131
	Extras		0	0	0	0	0	0	0	0	0

Girl Delivery Orders AFTER Submitting the Troop Initial Order:

Only payments are automatically transferred to eBudde.

To fulfill the cookie order, cookies will either be supplied to the girl/parent from the Troop's inventory or the Girl Scouts own inventory (i.e., if she already checked out a few extra cases for additional sales).

If taken from the Troop's inventory, the cookie boxes will need to be manually allocated in eBudde on the Girl Orders tab.

Settings	Girls	Init. Order	Delivery	Girl Orders	Transactions	Txn Pickups	Cookie Exch	Rewards	Booth Sites	Payments	Sales Report			
Printable		Save		Below are transactions for Savannah S.								Switch to Girl: <input type="text" value=""/>		All Orders
Add Trans.		Add Payment												Return to Summary
Savannah S.														
•DOC	•Comment	\$5.00	\$6.00	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	\$6.00	•Total	•Total Due	•Paid		
✓	DLVR 34172243	0	0	0	0	0	0	0	0	0	\$ 0.00	\$ 10.00		
✓	DON 34172243	0	0	4	0	0	0	0	0	4	\$ 20.00	\$ 20.00		
✓	DLVR 34182939	0	0	0	0	0	0	0	0	0	\$ 0.00	\$ 20.00		
✓	DON 34182939	0	0	2	0	0	0	0	0	2	\$ 10.00	\$ 10.00		
✓	DLVR 34241894	0	0	0	0	0	0	0	0	0	\$ 0.00	\$ 31.00		
	Cookie Pick up 1/14/21	0	0	0	0	0	96	0	0	96	\$ 480.00	\$ 0.00		
✓	DLVR 34886918	0	0	0	0	0	0	0	0	0	\$ 0.00	\$ 65.00		
✓	DON 34886918	0	0	1	0	0	0	0	0	1	\$ 5.00	\$ 5.00		
✓	DLVR 34923392	0	18	0	0	0	0	0	0	0	\$ 0.00	\$ 22.00		
✓	DON 34923392	0	0	2	0	0	0	0	0	2	\$ 10.00	\$ 10.00		
✓	SHIP-b 34886627	0	0	0	0	0	5	0	0	5	\$ 25.00	\$ 25.00		
✓	DLVR 35037252	0	0	0	0	0	0	0	0	0	\$ 0.00	\$ 26.00		
✓	DLVR 35281475	0	0	0	0	0	0	0	0	0	\$ 0.00	\$ 30.00		
✓	SHIP 35236796	0	0	0	0	0	5	0	0	5	\$ 25.00	\$ 25.00		
✓	SHIP-b 35236796	0	0	0	0	0	5	0	0	5	\$ 25.00	\$ 25.00		



Closing out the Cookie Program



TINK

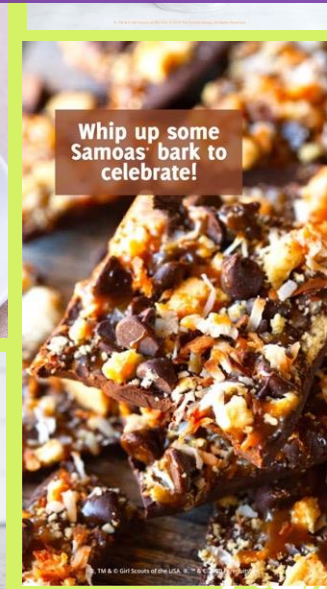
SAMOAS POPCORN!

Whip up some Samoas' bark to celebrate!

#GOALS
girl scout
ENTREPRENEUR
be the boss
#SAMOAS
who runs the world
I am the FUTURE
I am the FUTURE COOKIE BOSS!

Reminder
Girl Scout Cookie Season is here!
Yay! Ordering Now!

Remember to
FREEZE
SAMOAS
THIS year!!



Closing Out The Cookie Program

Close out eBudde by 11:59pm on Feb. 26

- Collect all girl money owed to the Troop by Feb. 18
- Review the Sales Report Tab
- Review the Transactions Tab
- Prepare for ACH #3 on Feb. 28
- Allocate all cookies and record all payments in eBudde
- Confirm final rewards and submit in eBudde, including the honor system patches:
 - Booth participation patch (5 cookie booths)
 - Volunteer patch (2 per Troop)
- Print a copy of your Sales Report for your records
- ***CELEBRATE SUCCESS!!!***





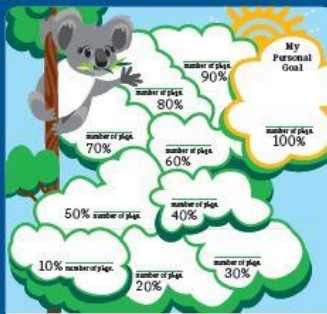
We're helping her lead

Little Brownie
BAKERS®

Cookie Program Rewards



Girl Scouts of Tropical Florida 2022 Cookie Program Rewards



How high can you climb?
Write your personal cookie package goal in the space above 100%. Include your smaller goals along the way. (Adults can help if you need it.) Color in each area as you make your way to the top!

Initial Order Girl Rewards



Initial Order Troop Reward



Climb with Courage T-shirt for each selling gift + two volunteers. 200+ PCSA (must have a minimum of 3 selling girls)

Digital Cookie Rewards



Shoes 4 Hatt!



Hometown Heroes Rewards



Patch Rockers



- Climb with Courage Patch** 36+ Boxes
- Cookie Decals** 50+ Boxes
- Animated Koala Bag Tag** 75+ Boxes
- Button Pin Set** 100+ Boxes
- Mini Adventure Journal and 150+ Patch** 150+ Boxes
- Layered Koala Journal** 25+ Boxes
- Motivational Water Bottle** 250+ Boxes
- Choice of One: Koala Plush or Wooden Stamp Set or 110 Cookie Backs or 110 Digital Dough or 1/2 Shoe 4 Hatt!** 300+ Boxes
- Choice of One: Elite Entrepreneur Patch & Choice of One: Elite Entrepreneur Blanket with Popcorn Popper or Zoo Miami Adventure, includes 2 tickets with lunch voucher or \$100 Cookie Backs or \$100 Digital Dough or 4 Pairs of Shoes 4 Hatt!** 1000+ Boxes
- Choice of One: Koala Slipper Socks or Camp Cakes or \$15 Cookie Backs or \$15 Digital Dough or 1 Shoe 4 Hatt!** 400+ Boxes
- Goal Getter Patch & Choice of One: Samoa's Hoodie or Rain Poncho or 20 Cookie Backs or 20 Digital Dough or 1.5 Shoes 4 Hatt!** 500+ Boxes
- Reversible Bucket Hat & Choice of One: Camp Hat or Compact Beach Towel or \$35 Cookie Backs or \$25 Digital Dough or 1 Pair of Shoes 4 Hatt!** 750+ Boxes
- Choice of One: Fajrilm Mini Instant Camera or \$150 Cookie Backs or \$150 Digital Dough or 7 Pairs of Shoes 4 Hatt!** 3500+ Boxes
- Choice of One: Samsung Galaxy Tab 3500+ Boxes**
- Choice of One: Fitbit Smart Watch 3500+ Boxes**
- Choice of One: Climb with Courage Top Seller Lounge Set or Wireless Headphones or \$125 Cookie Backs or \$125 Digital Dough or 6 Pairs of Shoes 4 Hatt!** 1500+ Boxes
- Super Patch & Choice of One: Climb with Courage Top Seller Lounge Set or Wireless Headphones or \$125 Cookie Backs or \$125 Digital Dough or 6 Pairs of Shoes 4 Hatt!** 1500+ Boxes
- Chelsea's Extraordinary Outing Super Seller Event with GSTF GLO Date and location to be announced** 2022+ Boxes

All gift rewards are cumulative and based on each individual girl's sales. Council reserves the right to replace an item of similar value. Rewards are subject to change based on availability.



Cookie U

Date: Sunday, December 12

Location: University of Miami Watsco Center

**More information will be available in November
so stay tuned!**



Your Next Steps

1. Take a deep breath! You learned a lot!
2. Make sure your Troop is Cookie Ready!
3. Plan your Troop Cookie Meeting and use the Discussion Guide in the Troop Cookie Manager Manual. Recruit help at the meeting.
4. Login to eBudde and Digital Cookie when you receive the welcome emails in mid/late November.
5. Know where to find help – you are not alone!
 - ❖ Troop Cookie Manager Manual
 - ❖ GSTF website
 - ❖ Product Program Manager
 - ❖ GSTF Cookie Team

Troop Cookie Ready Requirements:

1. Have at least 5 registered girls and 2 registered, unrelated, and background-checked adult Co-leaders.
2. Troop must have submitted the 2021 Finance Report and have a Truist (BB&T) bank account.
3. Complete 2022 Cookie Program Training.

Girl Requirements:

1. Registered for the 2022 Girl Scout Year.
2. Submit a signed Family Responsibility and Permission Agreement Form.
3. Soar this Cookie Program with support from the Troop and parents/caregivers!



Questions? Contact your Council Cookie Team

Valerie Johnson, Director of Product Programs
Beatriz Manzo, Product Program Specialist

Email: customercare@girlscoutsfl.org

Phone: (305) 253-4841