

Process for receiving and giving Gift of Guiding Funds

Applications to Gift of Guiding

1. Application emailed to: bc-membership@girlguides.ca or mailed to:
BC Membership Committee
Gift of Guiding
107 – 252 Esplanade W
North Vancouver, BC
V7M 0E9
2. Office Administration person receives the Mailed Gift of Guiding application and forwards it to the BC Membership Adviser
3. The BC Membership Adviser with her Gift of Guiding team (BC Membership Adviser and 1 other Membership committee member or 1 PC Team Member), vets application i.e. Has any financial assistance been sought – if so, what?
4. Requests of \$250 and below are at the discretion of the BC Membership Gift of Guiding team and can be an instant decision. This is not public info.
5. Requests higher than \$250 are reviewed by the Gift of Guiding Team comprised of the BC Membership Adviser, PC and/or her appointed representative and BC Council Treasurer.
6. The BC Council Treasurer would inform the applicant of the status of the request and transfer Gift of Guiding monies to applicant's unit or council as deemed most appropriate.
7. BC Membership Advisor keeps track of Applicant's year prompting requirement of a letter describing how funds were used, detailed description of the expenses incurred as well as copies of the receipts as per Application.