

# Financial Alignment

Sept 2019, Revised April 11<sup>th</sup> 2021

## Notes:

- The revenue and expense breakdown will be reviewed each year and adjustments made as required based upon consensus of the Area Commissioners.
- Financial Alignment recommendations were developed in conjunction with Area Commissioners with feedback from Area Councils and Treasurers.
- Motions will be approved to accept the Financial Alignment recommendations at both Provincial Council and Area Council meetings.

## Area

- Guider Registrations in all positions
  - Districts must closely maintain rosters, Area will be billed for termed Members
  - Link and Trefoil members are paid at the discretion of Area if a person is contributing (Members at Large must pay their own registration)
  - Link members are paid for by the Area in which they are active
- Area Administration costs
- Area Property expenses
- eLearning Fees
- New Guider uniform support for the shirt – up to \$25
- Meeting rentals for Area meetings, and/or costs associated with Area events, and Area Banquets
- Awards – Guider Area awards, Merit Awards, plus senior Girl Awards for Canada Cord, Trailblazer, Commonwealth (LBP to be evaluated if Girl Award process changes)
- Wilderness First Aid – interested parties to inquire to Camping Adviser or AC
  - Area to decide on a case by case basis, based upon expected use/benefit of member attending the event
  - Cost will be divided as follows: Provincial Camping budget \$100, Area up to 1/3 of cost after Camping contribution according to Area budget, Guider pays remaining amount
  - E.g. WFA Course \$280, Provincial Camping budget pays \$100, Area pays 1/3 of \$180 = \$60, Guider pays \$120
- Area Trainings:
  - Expenses for trainers
  - Mileage for Guider participants as per current rate \$0.40/km for travel over 80 km round trip
  - If a Guider requires a meal while travelling to/from training (E.g. due to long distance- over 3 hours OR difficult timing - leaving work and going directly) please submit a receipt with the NBF3 expense claim form (Breakfast \$8, Lunch \$12, Dinner \$20)
- National and Provincial Sponsored trips – 10% would be paid by girls and Area will pay up to 1/3 of the total after the Provincial contribution and make available fundraising cookies at \$25.00/case
  - E.g. Trip total cost \$1000, participant 10% = \$100, Province 1/3 of \$900 = \$300, Area 1/3 of \$600 = \$200
- GM/Soar/Independent Trips – Area to make available Fundraising cookies at \$25.00/case

- Annual Provincial AGM and Provincial Training Workshops – Area pays mileage and accommodations (min 2 per room)

## District

- Pins: New Unit Guider, Service Pins for Guiders, Bronze, Silver, & Gold Unit Guider Pins
- District Administration costs (includes name tags for Guiders)
- Meeting rentals and expenses for District meeting or events
- Annual Provincial AGM and Provincial Training Workshops – District pays participant registration fee (not including swag item)
- Area AGM/Year End Banquet – District pays participant fee (not including swag item)
- Districts with available excess funds, over and above 18 months operating costs, may decide to support girls who are selected for National/International travel

## Unit:

- Unit program expenses (meeting supplies, unit badges, pins, etc.)
- Annual Provincial AGM and Provincial Training Workshops - Guider assumes any additional costs during travel to/from the event not covered by the above.

## Shared Expenses:

- Standard First aid training for Guiders and Girl Assistants working in the unit: 1/3 split (Area, District, Unit) for Girl Guide renewal periods only (every 3 years)

Registration fees as follows:

Registration Fees	
National	\$60.00
Province	\$55.00
Total Fee	\$115.00

Cookie Revenue as follows:

Cookie Revenue	
<b>Cost of Cookies to Dare</b>	\$21.75
<b>National</b>	\$4.75
<b>Province</b>	\$4.55
<b>Area</b>	\$8.95
<b>Camps -from Area if applicable</b>	\$1.00
<b>Districts</b>	\$5.00
<b>Units</b>	\$14.00
	\$60.00