2015 Cookie Program Troop Cookie Chair Training





Welcome!

Thank you for your time, dedication and heart.

Because of you, girls learn the 5 Skills: Goal setting, decision making, money management, people skills and business ethics.

TCCs are the backbone of the Cookie Program. You support girls, parents and volunteers so that they can succeed in reaching their goals.

2015 Theme

Theme, Mascot & the 40th Birthday for Samoas







5 Skills for Girls

This is what it's all about!

- 1. Goal Setting
- 2. Decision Making
- 3. Money Management
- 4. People Skills
- 5. Business Ethics



Girls learn these 5 Skills today, that will serve them for the rest of their lives. Future employers are looking for people who can lead, get along with others, and influence outcomes. **Let's change the world!**

Pins & Badges

Girls earn the Cookie
Activity Pin as they learn
the 5 Skills.



Cookie Business and Financial Literacy Badges are a way for girls to prepare for the Cookie Program.



Cookie Kick-offs

This is where the fun begins!

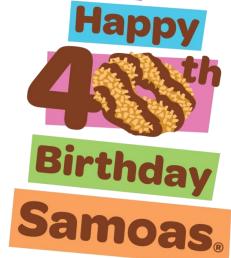
- Rally to excite, encourage & motivate girls.
- Attendees average 50 box higher PGA.
- · Watch the Samoas Bash online party on January 10.
- Our Kick-Off is on XXXXXXX, located at XXXXXXX.









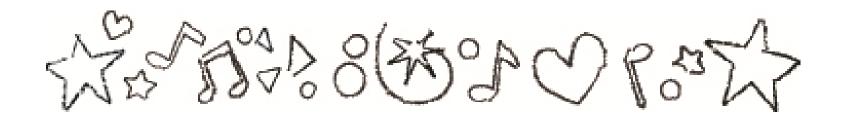


Cookie Mobile Contest

"Bling Your Booth"

- Direct sale begs for Cookie Mobiles!
 - > Girls need lots of cookies on hand;
 - Can't carry them all;
 - Knock on every door
- 4 themed categories.
- Submissions due Feb 6.
- Winners earn a pizza party for their troop.





What's New?

- 1. \$5 / box price more troop proceeds.
- 2. Rah Rah Raisin classic with a twist!
- 3. Gluten-free Toffee-tastic finally!
- 4. Direct Sale format you asked for it, here it is!
- **5. Starting Inventory Order** Lots of tools to navigate the change
- 6. Best Rewards ever!
- 7. ABC's new Trio gluten-free oatmeal, peanut butter & chocolate chip

Price Change

- 1. Last change was 2004, eleven years ago increase from \$3 to \$4; "it's time"
- 2. Consumer Price Index has increased 25.2% (LA CPI, all items)

 a 2004 \$4 box "should" cost \$5.36 (LA CPI, cookie inflation)
- 3. Wholesale cookie cost has increased 18% 1-2 penny increases per year add up!

4. More money for what's important

- > Troop proceeds: \$.75 to \$.95
- > Opt out: \$.05 to \$.10 per box
- Rewards: budget increased 25%

2015 Cookies



Rah Rah Raisin

- A. Oatmeal Raisin with Greek yogurt flavored chips.
- B. First new cookie since 2012. that was Savannah Smiles
- C. Replaces 2 retired cookies. no change for Super 6 councils
- D. On Goal Getter Card and will be in the cupboards.

normal cookie intro





Gluten Free Toffee-tastic

- A. Pilot.

 not on the Order Card
- B. We purchased 15,000 cases.

 4 times LBB's recommendation, and no, we cannot get more
- C. Retail price is \$6/box.

 High cost of ingredients/production
- D. Troops order as part of SIO, up to 10 cases.
 - don't over estimate the demand
- E. No returns or even exchanges.





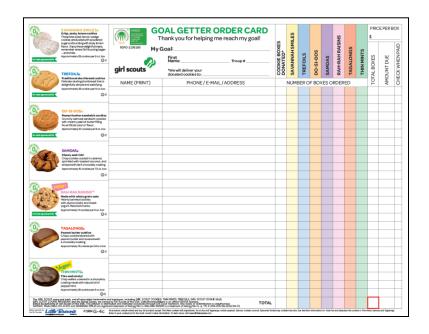
Direct Sale Dynamics

- 1. Faster & easier! this means more intense
- 2. Requires more inventory on hand! customers buy more for instantaneous gratification
- 3. Girls need access to cookies at all times. don't know what you will need, when
- 4. Envision what a walkabout will look like.

 10 Thin Mints won't work
- 5. Cupboards open Feb. 2 and WILL BE BUSY. Is this how you want to spend your time?
- **6. Reduced 1st ACH Debit \$1.50 per box** vs. 50% of council proceeds; less pressure to collect so fast

Goal Getter Cards

- Girls receive in place of the large Order Card at SIO delivery.
- Girls can track customer orders and contact information for call backs/Digital Cookie next year?
- Rewards displayed on the back of the card.
- Another "simpler" feature of a Direct Sale.





Troops and Direct Sales

"Money Mondays"

- Girls and parents should remit to the Troop for the prior week's sales.
- Supports the "promptly and frequently" mantra.

"Touch base Tuesdays"

- TCCs should check in with parents to see what their inventory is.
- Troop may take back inventory that a girl can't sell, to use for boothing.
- Facilitates "next steps" to place a new pending order at a cupboard and plan out the upcoming week.

Starting Inventory Order

1. Troops need to place an order up front, this is what going direct means.

Don't think of it as an Initial Order – they are different.

2. SIO should cover troops for 2 weeks plus opening booths weekend.

This is more than you think – 75% of the total.

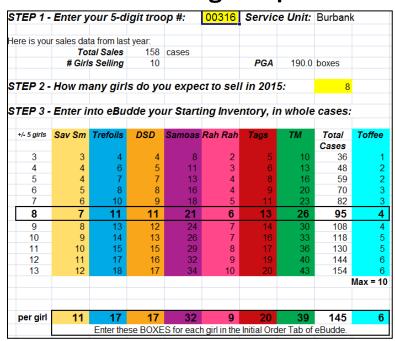
3. Cupboards open immediately, but DO NOT rely on them as SIO.

Decimate the cupboards & jeopardize the whole sale for all.

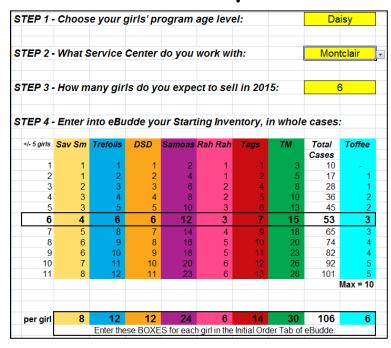


SIO Excel File

Returning Troops



New Troops



- 1. Very intuitive.
- 2. Returning troops or new troops.
- 3. Gives you details so you feel comfortable with the result.

Troop's Starting Inventory Order

Be confident in your order because:

- Typically, a Direct Sale would ask for 80% up front; we don't want to over tax troops in the first year. 75% is the right goal.
- ACH Debit #1 was reduced 37%, (\$1.50 per box), vs. 50% of council proceeds (\$2.08).
- SIO return policy up to 10 unopened cases just in case.
- eBudde will not limit Toffee-tastic. Manually, SU will cap orders at 10 cases. Council will automatically cut it down if more than 15,000 cases are ordered in total.

75% "feels" like a lot, but in reality it is comparable to an Initial Order, and the Direct Sale Dynamics require that we do things differently.

2015 Rewards

200+ Savannah Plush

75% SIOCookie Clipboard





400+

Wristlet Wallet

650+
Travel Case &
Duffle Bag



250+ Samoas Cap

2015 Rewards



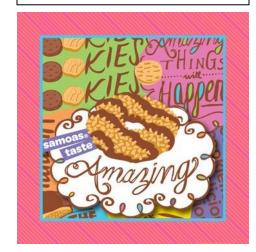
90+
Water Bottle

130+ Samoas Pillow





24+ Main Patch 50+ Theme Bandana



160+

160+ Achievement Rocker Patch

2015 Rewards



160+ Amazing T-Shirt





325+
Samoas Delivery
Truck Bank

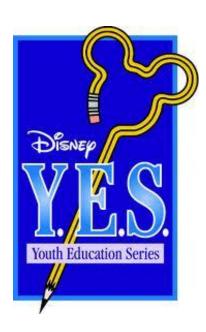
300 Troop PGA Peace, Love, Cookie Bling Sweatshirt

2015 Reward Events

Club 500 is May 9, 2015 for FunFest VI









Elite 1000 is May 30, 2015

- Disneyland, not CA Adventure
- completely revised lunch

Timeline

December

Contact parents to confirm each girl's participation.

January

- Attend a Cookie Kick-off for Samoa's 40th birthday.
- Girl & parent trainings held.
- Jan 9 Booth Scheduler Round 1 opens.
- Jan 14 Troop Starting Inventory Order due.
- Jan 15 Mid-year financial report due to council.
- Jan 16 Corporate Booth applications due.
- Jan 29-31 Starting Inventory Order deliveries.



Timeline

February

- Feb 1 GO DAY
- Feb 2 Cupboards open
- Feb 13 Boothing begins and 1st ACH Debit

March

- Mar 8 Cookie Program ends
- Mar 11 girl allocations, T2T transfers, GOC and rewards.
- Mar 20 Final ACH Debit

May

Cookie rewards delivered to SURC's home.



January

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1	2	3
4	5	6	7	8	9 Booth Scheduler Round 1	10
11 Booth Scheduler Round 2	12	13 Booth Scheduler Round 3	14 Start Inv Order Due	15 Mid-year Fin'l Report	16 Corporate Booth App	17
18	19	20	21	22	23	24
25 Booth Scheduler Round 4	26	27	28	29 Starting	30 nv Order De	31 liveries
OC, San G, SD start						

February

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1 GO Day	2 Cupboards Open	3	4 Direct Sal	5 es by Girls, Fo	6 e b 1 – 12 -	7
8	9 Deposit of ACH#1	10 Start Inv Returns	11	12	13 Boothing Begins	14
15	16	17	18 SIO Returns End	19 Even Exchange; to the box	20	21
22	23	24	25	26	27 Nationa Weel	
				ACH Deb	it #1	

March

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1 Even Exchanges End	2 Consignment Orders	3	4	5	6	7
8 END;CupboardsClose	9	10 Consignment returns	11 Troop Alloc, T2T, GOC	12	13	14 SU Alloc, T2T, GOC
15	16 Deposit for ACH #2	17	18	19	20 ACH Debit #2	21
22	23	24	25	26	27	28
29	30	31				

Girl & Parent Training

What to cover:

- Explain the importance of the 5 Skills.
- Watch the Cookie Rookie video on littlebrowniebaker.com.
- Distribute sales materials.
- Help set troop, girl and GOC goals.
- Review timeline and due dates.
- Model a great cookie booth.
- Discuss Safety Activity Checkpoints.
- Offer guidance on setting the Starting Inventory Order and discuss Direct Sale Dynamics.
- Go to VIP eTraining for so much more...



JIT Training Opportunities

"Just in Time" trainings as reminders of important or technical processes.

Topics will include:

- Starting Inventory Order
- Boothing Scheduler
- Allocating to Girls, and more...

These helpful videos will be:

- 5-10 minutes each
- Available on the website
- Located on **VIP eTraining**, Council section
- Announced via Facebook, email, CookiEGram, etc.



Selling Tips

Workplace Sales

- Ask businesses to buy cookies as giveaways for loyalty.
- Sell direct to employees.

Cookies for a Change

- Gift of Caring is a product sell it!
- Customers want to support Troop Service Projects.

Door-to-Door / Walkabouts / Cookie Mobiles

- Knock on every door.
- Leave a door hanger / business card behind.
- Residential areas only.

Internet

- Cookie Club works!
- Facebook & twitter, YES! Craigslist, eBay, Amazon, NO!



Standards & Responsibilities

Girls & Parents:

- Must follow all rules & guidelines listed on Parent/Guardian Permission Form and in the Troop Guide.
- Consequences will apply if rules are ignored.
- Are responsible for all cookies received and monies collected.

TCCs are responsible for:

- All cookies until a parent signs a receipt.
- All monies until they are remitted to council.
- All Girl rewards until they are distributed and a parent signs a receipt.



Consequences

Troops, girls and parents must follow all of the rules and policies of the Cookie Program.

- SUCPCs have been empowered to apply consequences.
- Possible consequences:
 - loss of proceeds, and/or
 - loss of boothing opportunities, and/or
 - loss of rewards
- Goal is to inspire "proper" selling, compliance with the rules, and to ensure equity for all girls.

Materials

Each girl receives:

- Girl Order Card (Goal Getter Card this season)
- Money Envelope

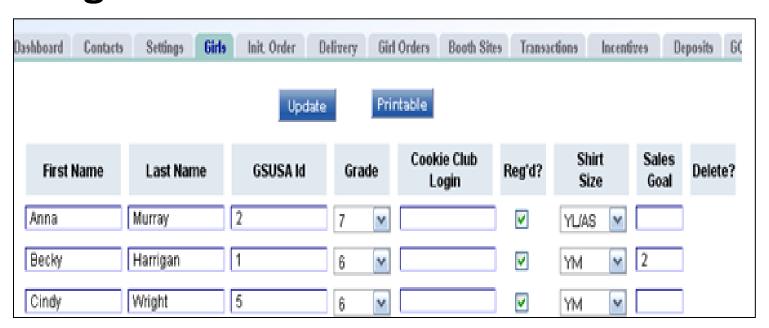
Each troop receives:

- Cookie Program Troop Guide
- Jumbo Envelope
- Receipt Books
- Gift of Caring Receipts
- Boothing Kit
- Box of Rah Rah Raisins to sample with girls



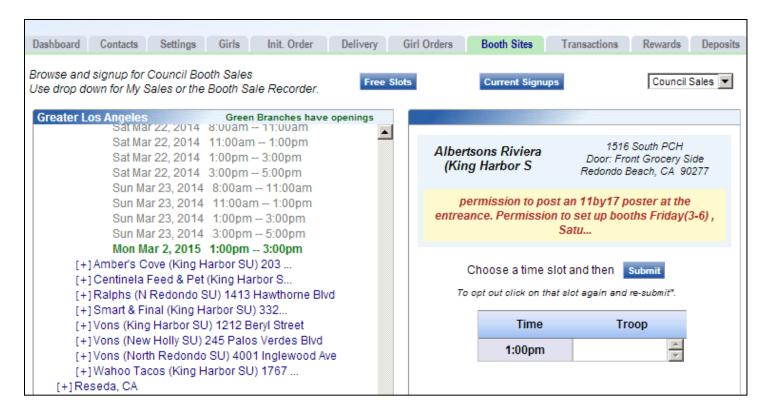
eBudde Login

- Login with password, access is governed by your SUCPC.
- Edit Settings, Contacts. Enter correct age level.
- Girls will be imported if they are early registered.
- Enter girl shirt size.



eBudde Booth Scheduler

- Schedule your booths starting Jan 9, 6:30 PM in Round 1.
- Home SU for Round 1, if applicable to your SU.
- 5 rounds in total. See schedule on p. 28.
- Sign-ups are cumulative; DO NOT HOARD sites.



Review & Submit Troop Orders

Very fast and easy for troops to submit their SIO.

No need to chase down individual girls' orders. We switched to a Direct Sale to simplify Cookies.

This is a simplified part.

- Troops SUBMIT their SIO by 11:30 p.m. on Jan 14.
- Each & every troop submits an order!
- If the troop orders the 75% recommendation,
 they should submit a Starting Inventory Reward for all girls.
- If they order less than 75%, do not submit SI Reward. Council will delete wrong reward orders, as needed.
- There shouldn't be any GOC orders.

Starting Inventory Order Delivery

- January 29-31; added Jan 29 to facilitate schedules.
- Sign up for a delivery time, or SU will assign a time.
- Be on time!
- · Verify your count of the cases, then sign for them.
- Take cookies straight home, and distribute to girls ASAP. Sale starts right away. Don't leave in a car.
- Parents should sign receipts for all cookies received.
- Store cookies properly at all times.

Safety

- Collect money as cookies are sold.
- Payment must be collected in person, not online.
- Always wear Girl Scout membership pin, vest, sash or tshirt.
- Sell door-to-door in daylight hours only, with a buddy.
- Never enter a customer's home or approach a car.
- Two adults must be present at a booth at all times.
 some exceptions apply
- Safeguard money and checks collected.
- Bank money promptly and frequently.



Cupboard Guidelines

- Cupboards open Monday, Feb. 2. See schedule for details.
- Troops may pick up from any cupboard.
- Place pending orders 24-48 hours in advance.
- Troop representatives picking up cookies must be listed in eBudde, and show an ID.
- There are specific dates for returns, exchanges and consignments.
- Damaged cookies may be exchanged at anytime.
- Bring your troop # and ebudde PW to the cupboard to facilitate an expanded use of the Cupboard Keeper App.
 Council is trying to streamline the lines!

Returns, Exchanges, & Consignments

SIO Returns - Feb 10 - 18

- Troop can not have accepted additional product into inventory.
- Up to 10 unopened cases per troop (no Toffee-tastic).

Even Exchanges – Feb 19 – Mar 1

- Enter a pending order in eBudde.
- Not all cupboards will accept Even Exchanges.
- Damages are not EE any time, any cupboard.

Consignments – Mar 2 – 8

- Up to 10 cases.
- Not all cupboards will offer consignments.



Boothing Basics

Hours / Days

- 8AM 8 PM
- Outside regular school hours.
- Only Junior and older after 6 PM.
- Daisies should booth only for one hour at a time.

Lemonade Stands

- Booth on private, residential property of someone you know.
- No special permission needed.

Corporate Booths

- High-rise buildings Downtown, Long Beach, Burbank, Westside.
- Separate application due Jan 16.
- Preference to older girls; this requires a mature seller.

Cancelling a booth

Take it out of the Booth Scheduler to be fair to others.

Boothing Safety

Rule: Minimum of 2 girls and 2 adults at each door

- **Safeguard the money** adults hold large bills and make plans to deposit quickly.
- Adults handle all money for Daisies.
- Girls do not approach cars, nor follow customers to their car.

Exceptions:

- Senior/Ambassadors OK for 2 girls and one female adult.
- One Girl / One Parent
 - See details on page 39.
 - Parents must be registered.
 - Cadette and older.
 - TCC must schedule the booth for the girl/parent.

Appearance & Conduct

- Girls should wear a membership pin, uniform, sash, vest or Girl Scout T-shirt.
- Arrive on time; be prepared to leave when your shift is over.
- Check in with management or prior troop.
- Follow the rules and requirements of that location.
- No tagalongs!
- Clean up all trash do not use location's trash cans.
- Greet people warmly, smile and remain pleasant under all circumstances.
- Thank management at the end of the shift.

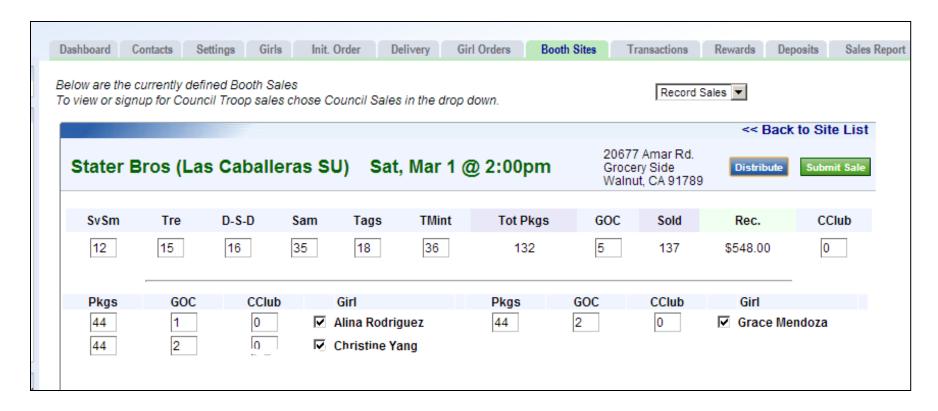


Boothing Recommendations

- Pitch Gift of Caring to each customer.
- Accept credit cards!
- Make booths appealing boothing kits and council shops have marketing tools.
- Cookie costumes / banners available at each Service Center
- Bring:
 - > Extra cash to make change.
 - Troop booth site confirmation from eBudde.
 - Important phone numbers.
 - Extra and enough cookies!
 - Booth Inventory sheet to record inventory and money.
 - Booth Sale Recorder App.

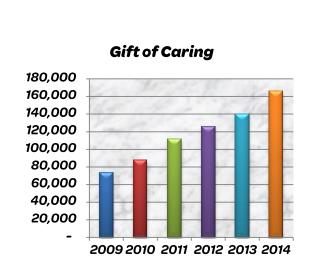
Allocate Boxes to Girls

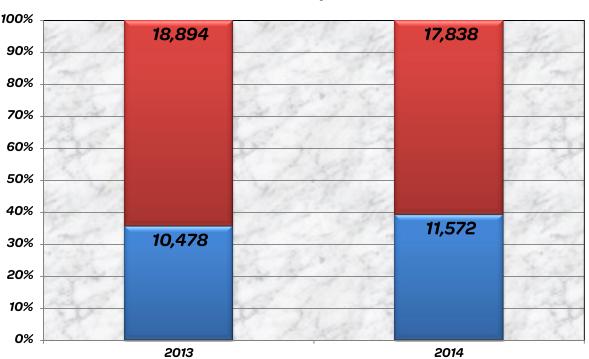
Allocate boxes to girls using the Booth Sales Recorder App or directly in eBudde.



Gift of Caring

Girl Participation





- GOC participation moved from 36% to 39%.
- Still means 61% do not report GOC sales.

2014: 166,000 / 11,572 = 14.3 PGA_{GOC}

who doesn't want an additional 14 boxes per girl?

Gift of Caring

\$5-Direct Sale impacts girl's ability:

- Customers are not filling out the order card so they don't even see it.
- D2D sales happen so fast, that GOC gets forgotten.
- There is less "keep the change for GOC" at \$5.
- Makes it all the more important to ASK for support. It won't happen by "rounding up."
- Our partners **depend** on our girls.
- How can we improve the **61% of girls** that don't report any GOC sales? Can every girl reach the 10 box rocker patch?
- Reward levels changed from 10/24 to 10/20/30.

In a Direct Sale, you have to sell GOC, not assume it.











GOC Rewards

10 GOC Rocker Patch



Bracelet & Samoa Charm



30 GOC S'mores Charm

Accepting Credit Cards

- 5 for \$20 doesn't work any more!
- Girls need to focus on the multiple purchase customer to not lose volume.
- Free readers available from vendors.
 - > Credit card readers must be linked to troop account.
- Accepting CCs is a vital necessity:
 - If troop prefers to not accept checks.
 - Customers not limited to the cash in their pocket.
 - Customers purchase more when they can use a card.
 - Credit cards increase sales by 25 boxes PGA (average).
 - This is the year to use them!

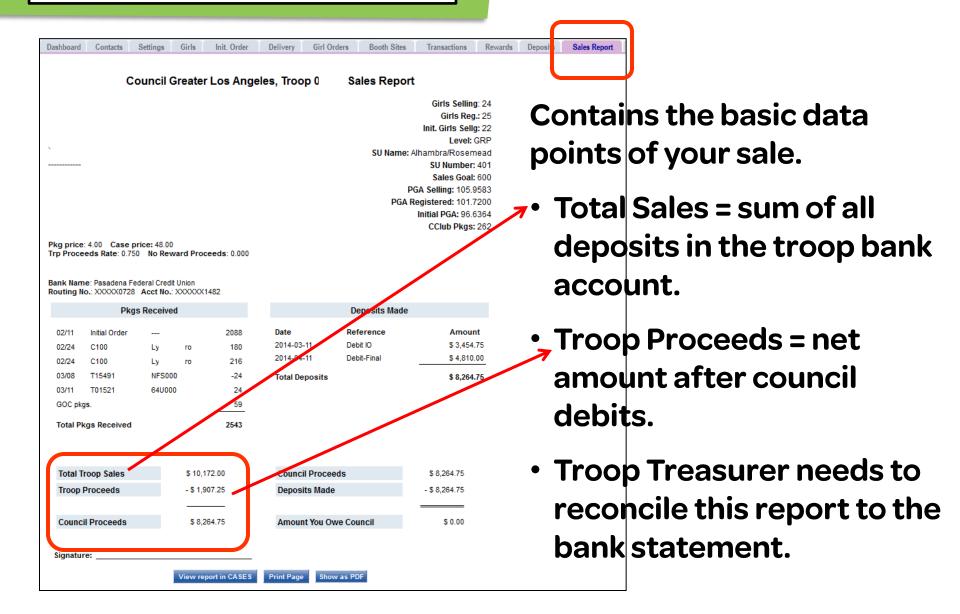
Banking Basics

- Turn in a completed ACH Debit Authorization and voided troop check.
- Enter troop banking information on Settings tab in eBudde.
- Collect money from girls at least once a week (Money Mondays).
- Give receipts for everything and keep a copy.
- Deposit enough funds by Feb 9 for first ACH debit on Feb 13.
- Deposit all funds by Mar 16 for the final ACH debit on Mar. 20
- Contact your PSM 48 hours ahead if you do not have enough money for any debit.

Girl & Troop Monies

- Payment is collected only when cookies are delivered.
- Credit cards may be accepted by troops via smart phone.
 Payments must go straight into troop bank accounts.
- · Checks should be made payable to "Girl Scout Troop XXXX."
- · Girls should not accept bills larger than \$20.
- Monies should be submitted and deposited in their original format, and never deposited into a personal bank account.
- Receipt every transaction.
- Deposit into troop account promptly and frequently.

eBudde Sales Report



Debt Management

\$300 credit limit for bad debt.

- Does NOT mean families can only have 60 boxes at a time.
- Troop cannot ignore collecting (i.e. "they didn't turn it in").
- TCCs set expectations up front (Money Mondays).

Troops responsible for NSF fees caused by negligence.

- Troop knows due dates and amount due.
- Cannot claim we took the funds w/out authorization, caused the NSF.
- Like any mortgage or bill, Council proceeds are due on the dates specified.
- Council can reduce the debit amount, but troop still has to make a payment on time.

Policies are working!

- 2014 three debts; \$4000 out of \$18M.
- 2013 ONE troop; \$2300 out of \$17M.
- We will again be training the country at the 2015 PS Conference.

Cookie Central



The place to go for information:

- Link to VIP eTraining & eBudde
- App information
- > Forms
- Cookie Locator & mobile app
- Link to Cookie Club
- Tips & Activities from LBB
- Cookie recipes, Volunteer Guides, & more!
- > EVERYTHING you need for a successful Cookie Program!

Cookie Club

Features



Online "ASK" Home Page

- FOR ONLINE ORDER-TAKING!
- Electronic Cookie Order Form
- "My Promises" Dashboard
- > Follow-up/Reminder emails
- Troop Leader Reporting
- > Email gets thru spam filters
- > eBudde will 'push' girl data to Cookie Club



Digital Cookie 1.0

- GSGLA opted out of 1.0; probably in for 2.0 in 2016
- > Too many core changes in 2015; system under development
- > 2.0 will replace Cookie Club
- Check out the FAQ at Cookie Central

National GS Cookie Weekend

February 27, 28 & March 1

- Mostly an online social event "holiday."
- Several SUs are planning serious walkabouts using the GRID technique introduced in 2014. Ask for details on how to organize your troops.
- Expect national media stories, segments on the morning talk shows. E.g. Today, GMA

National

Girl Scout

Technology

Cupboard Keeper App

paperless cupboard transactions

Cookie Locator/Finder App

customers can find cookie booths in real time

LBB's interactive Volunteer Guide

videos, goal setting plans, inspiration for volunteers

LBB's Volunteer Blog

Connect with other volunteers, resources, ideas

The Pixie List

thepixielistla.com—Troops can post for Troop-to-Troop transfers





Marketing Partnerships

\$5000 Facebook Contest



Millions of impressions creates great awareness that it really is Girl Scout Cookie Time!

Cause Related Marketing

Cookie Retail Merchandise

Yard sign & stake \$5.00



4 sided tablecloth sign \$11.95







Key Chain \$5.00



Fun Patches!!!











Coffee Time Mug \$16.00

Wrap Up

How to submit the Rewards order:

- Enter/choose the Rewards at each level.
 - > Sizes for the 160-T-shirt and 300 PGA Hoodie.
 - > 500 and above choose recognition or program credit.
 - > Opt outs with a 230 PGA usually do better to opt back in.
- Submit Rewards Order.
- Turn on gleeful anticipation of receiving rewards in May!



Wrap Up

- Complete all allocations, GOC entries, troop transfers and girl rewards by March 11.
- Deposit everything by March 16.
- Final ACH debit is on March 20. Discrepancy reports due.
- Pick up girl rewards from SUCPC for Spring ceremonies.
 Unclaimed rewards will be donated
- Sort and distribute rewards promptly.
- Celebrate your troop's success!

Thank you for all you do for the future of our girls.