



GIRL SCOUTS OF THE PHILIPPINES
National Headquarters
Manila

FUND DEVELOPMENT COMMITTEE

Triennium 2012-2015

IMPLEMENTING GUIDELINES

Memorializing the GSP Diamond Jubilee Project

1. The fund-raising project period is from October 1, 2012 to December 31, 2014.
2. Subscription Pledge Sheets [SPS] will constitute the information base for the LINE ADVERTISING technique of this project.
 - 2.1 The names in the SPS will be the information published in the Yearbook. It is important that these names be legible.
3. The **SPS** will be issued to the Regions for distribution to the Councils in duplicate forms.
 - 3.1 The **SPS** are considered accountable forms. These will be pre-numbered and assigned as follows:

| | |
|---------------------------|-----------|
| ❖ National Headquarters | 0001-1000 |
| ❖ Northern Luzon Region | 1001-2000 |
| ❖ Central Luzon Region | 2001-3000 |
| ❖ Southern Luzon Region | 3001-4000 |
| ❖ Visayas Region | 4001-5000 |
| ❖ Eastern Mindanao Region | 5001-6000 |
| ❖ Western Mindanao Region | 6001-7000 |
 - 3.2 The **SPS** shall be submitted to National Headquarters every 10th of the month with the corresponding cash remittances. The Council retains the duplicate **SPS**.
 - 3.3 The Council Treasurer shall keep custody of the duplicate copies of the SPS and deposit the Council share in the Council bank account. The names in the SPS should be legible as this is the information to be published as a LINE ADVERTISING in the Diamond Jubilee Yearbook.
4. After each Council has raised P15,000.00 for their 2-page coverage, they will be entitled to **75%** of whatever they collect thereafter.

For example:

 1. First total collection of Council is P30,000.00. Remittance should be:

| | | |
|---------------------------------------|------------|--------------------------|
| ➤ 2-page coverage | | P15,000.00 |
| ➤ Excess Solicited amount | P15,000.00 | |
| Council Share (75%) | 11,250.00 | |
| Region Share (5%) | 750.00 | |
| NHQ Share (20%) | | <u>3,000.00</u> |
| ➤ AMOUNT TO BE REMITTED TO NHQ | | <u>P18,000.00</u> |
 2. Subsequent collection of the same Council is P100,000.00. Remittance should be:

| | | |
|---------------------------------------|-----------|--------------------------|
| Solicited amount | | P100,000.00 |
| Less: Council Share (75%) | 75,000.00 | |
| Region Share (5%) | 5,000.00 | |
| NHQ Share (20%) | | 20,000.00 |
| ➤ AMOUNT TO BE REMITTED TO NHQ | | <u>P20,000.00</u> |
5. The Council shall issue an official receipt for all solicited amounts.
6. The Fund Development Committee shall render a quarterly report to the EXECOM.