



The Cookie Sheet

2024 Girl Scout Cookie Program

March 2 - April 7



04/12/2024

2024 Cookie Season Wrap Up

Thank you to everyone who has helped make this program possible. Keep reading for important reminders and deadlines for the end of the season. You can find archived versions of these emails on [our website](#).

Important Upcoming Cookie Dates & Deadlines

- **Sunday, April 14** - Finalize Troop to Girl Transfers
- **Monday, April 15**
 - Girl & Troop reward order due in Smart Cookies. Rewards arrive in late May.
 - Submit [form with Delinquent Parent](#) information to Badgerland or the troop will be responsible for covering parents' outstanding balance.
- **Tuesday, April 16**
 - All cookies should be delivered to customers.

- Deposit all cookie money into troop bank account.
- **Adventure Point Survey Email Send Dates**
 - **Wednesday, April 17** – Adventure Points Surveys sent for Girl Scouts earning 19+ APs
 - **Friday, April 19** - Adventure Points Surveys sent for Girl Scouts earning 10-16 APs
 - **Monday, April 22** - Adventure Points Surveys sent for Girl Scouts earning 2-7 APs
- **Thursday, April 25** - ACH Pull 3, remaining balance of what is owed to council as of April 22. To find the amount of your pull, go to Reports/Current/Financials/Troop Balance Summary (or Summary Snapshot). The difference between the summary and snapshot is that the Summary shows EVERY payment credited to the troop.
- **Saturday, May 18** - VIP Camp Cookie for girls who sold at least 600 boxes of cookies.
- **Late May** - Pick up Girl Rewards from Product Program Leader and distribute to girls.
- **May - Early June** - Badgerland Buck and Adventure Point items mailed to girls by Badgerland.

Keep in Mind this Week

- Last Cookie Conversation
 - Sunday, April 14 from 7–8 pm. No registration required. Bring your questions and we can help!
- [Zoom Link](#)
Passcode: Zeal

Finalize Troop to Girl Transfers

Run your Troop On Hand Inventory report. Log into ABC Smart Cookies.

- Hover over “Reports”, choose Current.
- In the Reports categories box, choose Inventory & Delivery.
- In the Reports box, choose Troop On Hand Inventory.
- Click Go to Report.
 - Change the Unit of Measure to Packages.
 - Click view Report.

Verify that the total package number is NOT negative. If it is negative, that means you transferred more cookies to girls than your troop actually receive. If any of the flavors are negative, that is OK as long as it isn't gluten free cookies, since those are a different price.

This amount should equal what your troop has remaining in your inventory, if any.

If you have any cookies yet to transfer to your girls, complete the Troop to Girl transfers. Instructions on completing are below and on [page 12 of the Troop Guide](#).

Don't forget to see if your troop received any Troop Direct Ship orders. These are orders from customers who went to girlscoutcookies.org looking for a booth near them and then decided to order cookies to be shipped directly to them. Your troops number happened to be featured that day. To find if you have any orders, hover over Orders, click on Troop Direct Ship Orders. Scroll to the bottom of the page to distribute to the girls.

How To Enter Rewards

Before You Create the Rewards Order

Reward orders are due in Smart Cookies by April 15. Girl Scouts earn rewards based on their total number of cookie boxes sold. Make sure all troop to girl transfers are done and that the sales total for each girl is correct BEFORE ordering final rewards. The automated reward feature will calculate the quantities for each girl. **Talk with troop that sold to determine if your troop will choose Kalahari (June 2 or 9), Milwaukee Brewers GS Day (June 15), or Marcus Cinema (tickets and snack).**

Creating the Girl Rewards (Recognition) Order

- Click "Recognitions > Create Recognition Order" and select "Main" under the plan type drop down.
- Each girl will be listed with the total number of boxes she is getting credit for. Wherever there is a choice in the "items" tab area, click on the button under the reward she chose.
- If a girl earned the Cookie Share Patch or Cookie Booth Patch the number "1" needs to be physically inserted in the quantity box in

the "Extra Items" tab area. The number bar patches will be selected automatically.

- You will enter the reward choice for any girl earning 1 Adventure Point (over 408 boxes). Girls who earned 2 or more Adventure Points (APs) will be contacted directly by Badgerland regarding their reward choice. Please let those families know to watch for the Adventure Point email asking for their reward selection.
 - April 17 – AP Surveys for Girl Scouts earning 19+ APs
 - April 19 - AP Surveys for Girl Scouts earning 10-16 APs
 - April 22 - AP Surveys for Girl Scouts earning 2-7 APs
- After all rewards for all girls are selected, click "Save" at the bottom

Creating the Troop Reward (Recognition) Order

- Click Recognitions > Create Recognition Order and select "Troop" under the plan type drop down. The system will calculate the level your troop earned.
- Enter the number of girls that sold.
- Choose the option the girls want to attend. Click "Save".

Digital Cookie Remains Open Until April 14

The Digital Cookie platform will remain accessible until April 14, enabling troops and girls to utilize the credit card feature for in-person and girl delivery sales. However, Direct Ship Sales will still conclude on April 7. This extension is designed to assist troops and girls in selling their inventory effectively. It's important to note that this extension does not alter any other deadlines, such as rewards or the final ACH date.

We Still Need Individual Empty Cookie Boxes

Thank you so much to everyone who got the word out about council collecting cookie case boxes! We have enough cases but we still need any empty cookie box packaging from all cookies that come in a box (Thin Mint, Peanut Butter Sandwich, Trefoils, and Adventurefuls). These boxes can be dropped out at any council location. Contact GarciaG@gsbadgerland.org with any questions.

Check Out All Our Cookie Resources

The majority of our Cookie Resources are also now available [on our website](#). You can find them under "Activities" > "Cookies" > "Volunteer Resources."

Let us know if you have questions: 800-236-2710 or
info@gsbadgerland.org

Volunteer Cookie Resources



Have a question? Don't be shy!
Contact us for more information.

You are receiving this e-mail because you have requested to receive information from Girl Scouts of Wisconsin - Badgerland.

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