

# Transportation Fund Application Process





# How Troops/SU's can request Funds for their Transportation to GSOFCT Sites or Events

- Fund can be used by Troops and/or Service Units
- Funds can be obtained for Transportation to any Girl Scout Property or Girl Scout of Connecticut sponsored Event in the State of Connecticut
- Application will be required to be filled out when asking for assistance –click link <https://form.jotform.com/221454795641057>
- A minimum of 10 participants is required to request transportation
- 15% deposit to secure transportation will be required upon acceptance of application. For example, if a total round trip is 4 hours, the cost is \$260.00 – deposit would be \$39 for troop or SU to hold date and secure transportation (*pricing subject to change above is for example purposes only*)
- Requests and applications must be submitted 90 days prior to the event (pick up date)
- Troops can cancel up to 14 business days before an event but 15% deposit will be forfeited
- Destination must be at least 40 minutes away from Pick up/drop off location
- Application Link can be found Here <https://form.jotform.com/221454795641057>  
or On header of page of Event or Site reservation or GSOFCT Website.





# Application Process

## *Terms & Conditions*

- Application with all documentation submitted 90 days prior to the day of travel
- Requirement of 10 participants
- 15% Deposit of total cost due upon accepting application due within 48 hours
- Most recent Troop/SU bank statement, which can be uploaded to application. Statement on how funds will be used in current fiscal year. Also, a brief statement of why your Troop or SU would benefit from this need.
- All Cancellations must be submitted within 14 business days of travel or 15% deposit will be forfeited
- Application Details will include:
  - Troop or SU Name
  - Contact Person & 2<sup>nd</sup> Contact Including, Phone and email
  - Date of Pick up/Date of Return
  - Time of Pick up and Time of Return
  - Location of Pick up/Drop Off & Return (Destination must be at least 40 minutes away)
  - Reservation # for event or property use (From confirmation after registering for event or site use)
  - First time using Transportation Fund? Y/N and if N – Dates/Travel destination
  - Amount of Travelers
    - Girls/Adults and Tagalongs

# Where will application be found?

Application will be in 3 locations for easy access for our Members

1. Our Property Page on our website near (Property Reservations)
2. At the DK Entry Page for a Property Reservation
3. At the DK Entry Page for an Event Registration

