

# How to Request Transportation Funds



# Requesting Funds

- Funds can be used by troops and service units (SU).
- Funds may be granted for transportation to/from any Girl Scout property or Girl Scout of Connecticut sponsored event within the state.

## Requirements

- A request submitted 30 days to pick-up-date.
- A \$50 deposit
- A minimum of 10 travelers
- A copy of the most recent troop/SU bank statement
- A statement on how funds will be used in current fiscal year
- A brief statement of why your troop/SU would benefit from this request

**Transportation Fund Request Form**

# Cancellations & Form Details

- All Cancellations must be submitted 14 business days prior to pick-up-date or \$50 deposit will be forfeited.

## Form Details

- Troop/SU name
- Contact Person(s), including phone and email
- Pick-up date, time, and location
- Drop-off location
- Return date, time, and location
- Confirmation/reservation # from event or property confirmation
- If your troop has used transportation funding before:
  - Provide previous dates and destinations
- Number of Travelers
  - Girls/Adults and Tagalongs

# Where to Find the Form

- The “Transportation Fund” dropdown on our [Member Property Information and Rental page](#)
- The “Transportation Fund” dropdown on our [Forms and Documents page](#)



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