

Fall Product Program

Troop Quick Guide

This is your simplified guide to the Fall Product Program, where you will find the information needed to get started. For more information, please scan the QR code to take you to the Fall Product Program page on our website. Throughout the season, additional resources will be added to that web page.



Troop Checklist:

Startup

- Turn in Troop's ACH
- Complete training beginning 9/10 or gsLearn 9/12
- Complete your Troop Product Manager (TPM) Agreement
- Attend with your Troop and Families our Discover Girl Scout event on 9/19
- Set a date with your Troop to build plans, set goals, review deadlines, and distribute materials
- Set a date for Paper Order Card Payments to be turned in
- Log on to your M2 site
- Send the Launch Email to your Girl Scouts and Families

Order Taking

- Check in with your Girl Scouts and their progress
- Review Paper Order Form Orders and collect cash payments from families
- Submit Troops Initial Order (IO) of Girl Delivery Items

Pick Up Initial Order

- Pick up your IO from designated pick-up location
- Fill Out Receipts
- Distribute Girl Delivery Orders to Girl Scouts at meeting

Online Program Continues

- Encourage and remind Online Selling is still open!
- Shipped orders sent directly to Customers

Girl Reward Submit

- Remind families to enter girls rewards in M2 site
- TPM's Double Check rewards. Cashew Cash is selected if not complete.

Payments due to GSHOM

- Review balance due under Troop Summary Page
- Payment Processed on 11/7 (Initial Order) and 12/11 (Additional Online Sales)

Girl Rewards Distributed

- Use Girl Reward Ticket to sort rewards received from SU's Product Manager
- Distribute Rewards to Girl Scout and celebrate Troop's achievement



Troop Leaders!

The position of Troop Product Manager is essential to your Girl Scout Troop's experience. As a Troop Leader, engage and invite a caregiver to help with the Product Program by inviting them to be a Troop Product Manager.
**Must be a registered Girl Scout volunteer with a completed background check.*

girl scouts
heart of michigan

Welcome, Troop Product Managers!

Thank you for stepping up to lead your troop's 2026 Fall Product Program! Your leadership helps create opportunities that go far beyond selling products; it empowers girls to build confidence, develop lifelong skills, and create unforgettable Girl Scout experiences.

This year, Girl Scout entrepreneurs are **Ready to Explore** as they share exciting products with new and returning customers. From September 24th through November 15th, Girl Scouts will build their entrepreneurial skills while working toward their goals, and your support will help make it all possible.

The Fall Product Program is so much more than products. It gives girls the opportunity to develop the **Five Skills** that prepare them for success today and in the future.

Beyond these invaluable life skills, Girl Scouts are also earning money to power their own adventures. The Fall Product Program provides important start-up funds for the membership year, and last season troops earned an average of \$200 to help make camping trips, community service projects, badge work, and other amazing experiences possible.

The Fall Product Program is EASY...

Girl Scouts can participate in the way that works best for them by selling **online, in person, or both!** They'll offer a variety of products customers love, including delicious nuts and chocolates, magazines, Tervis® Tumblers, and Girl Scout- exclusive BarkBox products, personalized stationery, picture frames, and candles.

...and PROFITABLE!

Troops earn 16% of total sales in troop proceeds, making the Fall Product Program a fantastic way to kick off the Girl Scout year and start working toward troop goals!

Getting Started

- Invite a new volunteer to be the Troop Fall Product Program Manager and complete training.
- Pick up materials from their Service Unit Fall Product Program Manager or from the local regional center.
- Complete your Troop Fall Product Program Manager position agreement.
- Submit the MY27 ACH form.
- Ensure each participating Girl Scout has signed Permission to Sell form
- Help girls launch their online storefronts and begin taking orders on their paper order forms September 24.

Training & Resources

We are here to support you every step of the way!

- Live Virtual Troop Training September 10th, 14th & 16th
- gsLearn Training beginning September 12th
- Product Delivery to Service Units November 9th -12th

You will also find helpful resources throughout the season on our website, we encourage you to join the Rallyhood Troop Product Manager Rally for tips, reminders, resources. Program support resources will be available on our website and update throughout the season. Be sure to check the **Message Wall** regularly for the latest updates and announcements.

Throughout this guide, you will also find QR codes that connect you directly to training materials, forms, and additional resources to help make your season a success.

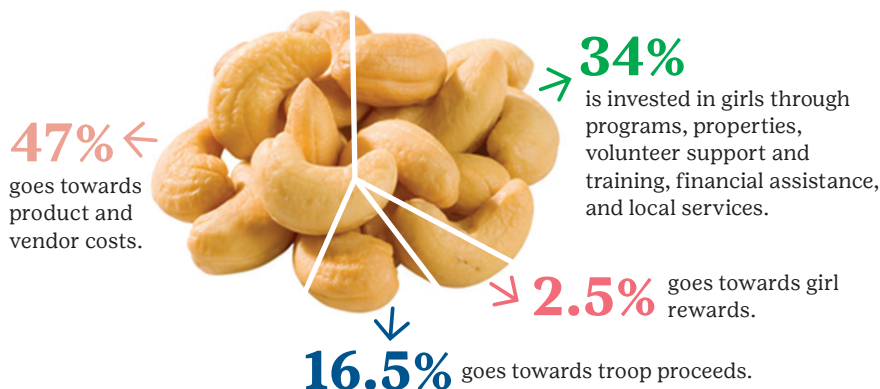
Thank you for investing your time, energy, and enthusiasm in our Girl Scouts. Together, we are helping girls discover their potential, strengthen their entrepreneurial mindset, and create experiences they will remember for years to come.

Ready to Explore, grow, and achieve amazing things this fall? Let's make the 2026 Fall Product Program our best season yet!

Yours in Girl Scouting,
The Girl Scouts Heart of Michigan Product Program Team



How the snacks stack



All Fall Product Program proceeds stay in Girl Scouts Heart of Michigan to support Girl Scouting in your area, including financial assistance, program events, trainings, and the maintenance and enhancement of GSHOM camps and properties.

Troop Proceeds

Base proceeds

Troops earn 16% of total sales, excluding shipping and handling costs.

16%

Opt out

Cadettes and older may opt out of all rewards, including patches, to earn extra proceeds.

18%

Juliette* Credits

Per \$25 sold = \$3.50 GSHOM credit

**Juliettes are individual Girl Scouts who are not affiliated with a troop. Girls earn GSHOM credit to be used on anything GSHOM has to offer. Credit has no cash value.*

Ways to participate

Take Orders In Person - Candy/Nuts

- Girl Scouts share their goals with family and friends. Girls can also go over the nut and candy options that are available.
- Customers will complete the order form with contact information, and pay at the time of their order with cash or check. Checks are made payable to Girl Scouts Heart of Michigan. Girl Scout informs customer of time frame when product will be delivered.
- Caregivers turn in money to troop. If payment is not provided to Troop for these card order sales, the Troop will remove the order.
- Product is delivered to the customer.

Online Girl Delivery & Direct Shipping

- Girl Scouts create their personalized storefront in M2 and send emails to family and friends. Girls may also use the Share My Site feature to send texts messages/posts to their personal social media.
- Orders are paid online and automatically credited to the participants in M2.
- Girl Scouts deliver candy and nuts to customers.
- Magazines, BarkBox, Personalized Items, Tervis, Candles are shipped directly to customers. Customers will pay for shipping.* Delivery Options are Standard (1-2 weeks) or Expedited.
- If a customer has any issues with a direct ship order, please have them contact M2 help center at 800-372-8520.

Scan the QR codes to find everything you'll need to make this your best Fall Product Program

Volunteer Resources



Scan here to find all the resources you'll need following this QR code.

M2 Site



Scan this to go directly to the M2 Site.

Troop Guide



Scan here to download a copy of the complete Fall Product Program Guide.

FAQ



You can find a list of FAQs following this QR code. If your customer has a question about their shipped order, please reach out to 800-372-8520.

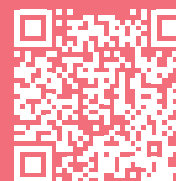


Don't forget to join the Troop Product Manager Rally to stay connected and get all the updates you need for this season.

Scan here for helpful videos about launching the Fall Product Program



Dashboard Tour



Email Campaign Launch



How to...



...do a Caregiver Email Blast

- Troop Product Managers can launch an email directly to caregivers with a link and participation instructions.
- Caregivers email addresses will be uploaded by GSHOM. Troop Product Managers can edit or enter any missing caregiver emails.
- Troops who are sending the Caregiver Email Campaign will launch their Girl Scout's Online Campaign on September 24th. All other Caregivers will receive a launch email to begin their girl's online program on September 26th.

...enter payment from Girl Scout to Troop

- Select Banking and Payments from the Dashboard.
- Select the Troop, then Add Girl Scout Payment.
- Select the Girl Scout, enter the Amount, Date, Payment Type, then click Record Payment.

...pick up Initial Order and Rewards

Your Service Unit Product Manager or Product Program staff person will schedule a date, time, and location for each troop to pick up their product and rewards. Be sure to:

- Be on time for your designated pick up.
- Count and double-check that all items in your order are there BEFORE you sign a receipt, load your vehicle, and leave.
- Troop IO: Select Delivery tickets from the Dashboard, Troop Tickets by Troop, type in troop number, then select Create Ticket. Bring this with you to IO pick up.
- Divide the orders into girl orders to make certain all items are accounted for, and sort each girl's order prior to pick up.
- Girl IO: Select Delivery tickets from the Dashboard, under Girl Scout Tickets by Troop, type in troop number, leave Girl Scout at All, then select Create Ticket. Use this to help sort IO.
- Have caregivers sign off on receipt books once they receive their product and rewards.
- Damaged product must be sent to Help Desk at helpdesk@gshom.org.
- Have caregivers and girls count and sign for their product and rewards. Use receipts for all transactions. Receipt books are distributed with program materials, and extras are available at regional centers if needed. Give parents the yellow copy of signed receipt and save the white (original) copy with your troop records.
- Instruct girls to deliver orders as soon as possible. Remind them to deliver all items as ordered.

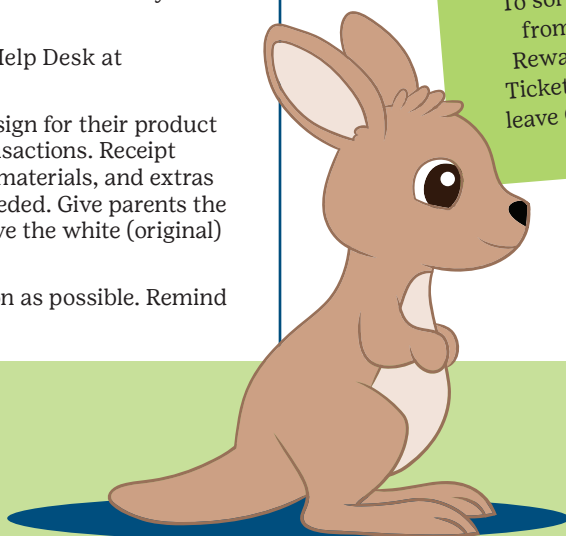
...enter Paper Orders – 10/19-20

- Choose Paper Order Entry from your dashboard.
- Select the Girl Scout's name to edit/enter orders. DO NOT enter online girl-delivered products.
- Enter total nut/candy items by variety from order card. Click Update. Make sure the totals match.
- If a Girl Scout does not turn in money at the scheduled time, do not place the Candy & Nut order. Contact the caregiver immediately. Keep the Troop Leader/Service Unit Manager informed of all contact attempts and document the information. Candy & Nut orders should not be placed in M2 unless payment has been received by the Troop.

...submit Rewards

- Rewards are automatically calculated. Please note that rewards could take up to an hour to update after adjustments have been made to products sold. Rewards can continue to be earned through online ship-direct sales through November 15th.
- If caregivers didn't make choices, Troop Product Managers will need to make reward selections for them.
- To view rewards, choose the Rewards link from the Troop Dashboard.
- Select the Girl Scout's name to edit/enter rewards.
- Make selections and click Update. If a reward is not chosen by the deadline, the reward will default to cashew cash.
- Detailed reports of earned rewards available under Reports link or through the Delivery Tickets link.
- Reward deadline to submit for Troops is November 17th.
- Items cannot be exchanged for different items.
- Damaged rewards received must be sent to Help Desk at helpdesk@gshom.org.

To sort rewards, select Delivery Tickets from the Dashboard. Scroll down to Reward Tickets, then under Girl Scout Tickets by Troop, type in troop number, leave Girl Scout at All, then select Create Ticket.





Glossary

We've compiled a glossary of common Fall Product Program acronyms and terminology. Use the QR code to check it out!



Important Dates to Remember

September

- 9/24 - Girl Access to M2
- 9/24 - Online stores open and paper orders begin
- 9/24 - Office Hour: Getting Started

October

- 10/18 - Girl Delivery ends; paper orders and cash payments due
- 10/19 - Girl Sites continue ship direct only
- 10/19 - Office Hour: Submitting initial order
- 10/19 - 10/20 - Troops verify/enter initial orders

November

- 11/7 - ACH for Initial Order
- 11/9-11/12 - Product delivery to Troops
- 11/15 - Direct ship closes
- 11/16 - Office Hour: Wrap up and Rewards
- 11/17 - Rewards due
- Deliver to customer by 11/27

December

- 12/11 - ACH for additional sales
- 12/13 - Reward: Nutcracker at Fox Theatre



2026-2027 Product Lines

Nuts & Candies

Shipped: \$7 - \$25

Shipping rates apply

Girl Delivered: \$7 - \$13

No shipping cost

BarkBox

\$28.99 • *Shipping \$5 for 1 box, \$10 for 2 or more*

Candles

Prices vary \$24.95 - \$69.95

Shipping rates apply

Magazines

Prices vary \$10 - \$289

Shipping rates apply

Tervis Tumblers

Prices vary \$27.99 - \$89.99

Shipping rates apply

Personalized Products

Prices vary \$29.95 - \$79.95

Shipping rates apply

This is the line up for the Fall Product Program Candies & Nuts Girl Delivered Items:

- Mint Treasures in the Limited Tin \$13
- Honey Roasted Mix Nuts \$12
- Dark Chocolate Peppermint Pretzels \$10
- Cherry Almond Clusters \$9
- Nut & Caramel Mix \$9
- Whole Cashews \$9
- Deluxe Pecan Clusters \$9
- English Butter Toffee \$9
- Dark Chocolate Caramel Caps w/ Sea Salt \$9
- Cranberry Trail Mix \$8
- Peanut Butter Trail Mix \$8
- Sweet Onion Mix \$8
- Dark Chocolate Mint Penguins \$8
- Dulce de Leche Owls \$8
- Peanut Butter Bears \$8
- Fruit Slices \$7



Care to Share:

Customers can choose to donate to the Hometown Heroes Program where Girl Scouts from across GSHOM will deliver Nuts and Candies together to local Military, Public Safety, Emergency Responders and Community Heroes. *Donations are \$7.*

Rewards

Patches:

Personalized Girl Patch

Mailed directly to girl's address
(make sure girls add their address to M2)

- Create Your Avatar
- Send 25+ emails
- Use the Share My Site function in the M2 System
- Sell \$350 in total Online Sales

Personalized Leader Patch

- Sell \$1400 in total troop sales
- Send the Parent/Adult Email Campaign Launch to their troop from M2

Cross Over Patch

- Create your Avatar
- Send 25+ emails
- Use the "Share My Site" function
- Sell 225+ packages of cookies during the 2027 Cookie Season

25+ Emails: Ready to Explore

5+ Mags & More: Kangaroo Patch

12+ Nuts & Candies: 2026 Patch

5+ Donations: Care to Share Patch

25+ Nuts and Candies: Super Seller Patch

Upload a Video: Visualize Patch

\$70+ Share Dollars*: Online Patch

100+ Items: 100+ Patch

Set up Site by 10/8: Rally Patch



Rewards

\$175: Stickers

\$250: Friendship Bracelet Wheel or \$4 Cashew Cash

\$350: Charm Necklace or \$5 Cashew Cash

\$450: Small Plush or \$6 Cashew Cash

\$575: Wet/Dry Bag or \$6 Cashew Cash

\$700: Large Plush or \$7 Cashew Cash

\$825: T-shirt or \$8 Cashew Cash

\$1,000: Water Bottle or \$10 Cashew Cash

\$1,300: Nutcracker Ballet at Fox Theatre or \$20 Cashew Cash

\$1,500: Travel Duffle Bag and Luggage Tag or \$20 Cashew Cash

Troop Reward

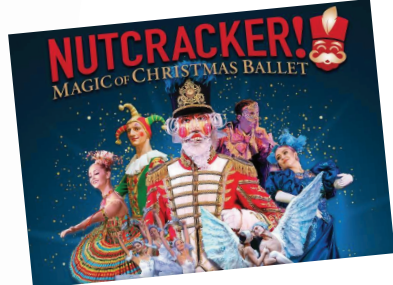
Early access to Cookie Booth Sign Up

- 50% Girls selling
- PGA of \$350+



Double Mint Reward
powered by

Cratejoy



Scan here
to see more



How to Opt Out?

When setting up the troop M2 site, **check the box that says "opt-out" on the Troop settings tab.** If all girls participating in the troop are not Cadette and above, they will be opted back into individual rewards and cashew cash will be selected. This will impact the amount owed to Girl Scouts Heart of Michigan.

*Share Dollars are earned when a sale is made from the Girl Scouts Share My Site link. This link is used through social media platforms and texts!



Finances

2026-2027 Product Program Automated Clearing House (ACH) Payments Troop Instructions

ACH Sweep Dates

Schedule	Sweep Payment Date	Deadline for changes
Initial Order	11/6/2026	11/2/2026
Additional Sales	12/11/2026	12/7/2026

ACH



All checks should be made payable to Girl Scouts Heart of Michigan (GSHOM). In the case the check bounces, GSHOM can help recover the funds. If the check is made out to an individual, GSHOM cannot help.



Cash or check should be collected at the time the customer places the order, or it cannot be included with the initial order.



Collect all cash money due from Girl Scouts & Families by Initial Order submit deadline. Remove any order that is not paid for from the Girl's paper order card entry on M2. Items will be available as shipped only after 10/19.



Use a receipt book to record payments. Give caregivers the yellow copy and retain the white copy.



Deposit funds regularly into the troop bank account.



Distribute product promptly to the girls. Initial orders should be delivered to customers within three weeks. When parents pick up their product, the Troop Product Manager and caregiver must sign a receipt for the number of products taken and verify that it matches what was ordered.

NSF Checks

If a customer's check fails to clear the troop account, complete an NSF Check form and Girl Scouts Heart of Michigan will reimburse you for the check and fees. We cannot help recover funds if the check is made out to an individual.

NSF Check Form



You can see the troop proceeds and balance due to GSHOM on the Troop Summary Report page in M2. If the amount on the Balance Due to GSHOM is Negative, the money is owed to the troop and will be deposited on the ACH schedule.



Troops will receive an email with the ACH amount about two weeks prior to the pull. If the troop has any issue with the amount or date, please follow the directions in the email on how to dispute.

**The Fall Product Program is more than just a fundraiser.
Girls will learn these five skills that will set them up for success in their future.
Here are ways you can implement them into the program:**



GOAL SETTING

Girls work together to set a goal as a troop, how many products they need to sell as a troop to meet their goals.

Why it matters

Girl Scouts learn to set goals and create a plan to achieve them



DECISION MAKING

Girls decide how to market their business, what to do with their proceeds and where to sell the products.

Why it matters

Girl Scouts learn to make decisions on their own and as a team.



MONEY MANAGEMENT

Girls develop a budget and work within their budget. Girls also take orders and handle customer's money.

Why it matters

Girl Scouts become confident working with a budget, handling money and making change.



PEOPLE SKILLS

Girls talk with their customers to place orders and answer questions about the products.

Why it matters

Girl Scouts find their voice and build confidence through customer interactions.



BUSINESS ETHICS

Girls Scouts use the Promise and Law to guide them during the Fall Product Program Season.

Why it matters

Being an ethical person is valuable in the world and as an employee.

What's Next?

- ☀ Pick up materials with the Service Unit Product Manager or at a local GSHOM office.
- ☀ Hold a troop meeting with girls and parents to go over the program and hand out materials. Share dates and deadlines and how to get in contact with you if they have a question. At this meeting, you can also practice the five skills and get girls excited about the program. Register & Attend the Discover Girl Scouts Event 9/19 and participate in our Fall Product Program activities with your Troop.
- ☀ Have girls set their individual and troop goals and talk about what they would like to do with their proceeds.
- ☀ Log into M2 and ensure all girls and guardian emails are correct and send welcome emails to families.

Questions?

If you have any questions, feel free to **contact your Service Unit Product Manager** for assistance.

You can also always call or email

Help Desk:

helpdesk@gshom.org
800-497-2688

For status of Online Orders, Magazines, or Product Quality call or email

M2 Media Support Center:

800-372-8520 or
support.gsnutsandmags.com


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