

2022 Cookie Program Timeline: Dec. 4 – April 3

Online Cookie Program Opens: Dec. 4, 2021

Initial Order Taking: Jan. 8 – Feb. 6

SU Delivery: March 2 - 5

Keep Goaling Orders: Feb. 7 – April 3

Planned Orders Due: March 6, 13, 20, 27

Direct Sales: March 6 – April 3

Training: December 1

TROOP PRODUCT/REWARD ORDERS

Initial Product/Reward Order Due: Feb 6

Final Rewards Due: By April 5

TROOP PAYMENTS

Initial Payment Due: **By March 21**

Final Payment Due: April 6

December 4, 2021	<ul style="list-style-type: none"> Online Cookie Program opens: Parent Online Training option.
By December	<ul style="list-style-type: none"> Service Unit Product Program Managers (SUPPM) train troops. SUPPM update troops and users in Smart Cookies. Troops participate at a service unit/troop cookie rally. Troops train girls and parents, pass out order card. Troops update troop information and girls first/last names and sizes in Smart Cookies.
January 8 – February 6	<ul style="list-style-type: none"> Initial Cookie Order Period
January 15-February 4	<ul style="list-style-type: none"> The council booth lottery: Participants will be notified on 2/5 if they were selected for the council booth, via a Smart Cookies email. First come first served (FCFS) will open on February 6. Unlimited FCFS opens February 7.
February 7	<ul style="list-style-type: none"> Troop's initial cookie order, early recognition order, and delivery pick-up time are due in Smart Cookies by 11:59 p.m.
February 8	<ul style="list-style-type: none"> SUPPM reviews and confirms troop's cookie orders, early recognition orders, and delivery times in Smart Cookies by 11:59 p.m.
February 10	<ul style="list-style-type: none"> Council places Order
March 2 - 5	<ul style="list-style-type: none"> Mega and Service Unit cookie delivery
March 6 – April 3	<ul style="list-style-type: none"> Direct Sale (troop booth sales, direct sales, walkabout sales) In Smart Cookies, using the Booth Scheduler, enter your troop's direct/booth sale location and select any available council sponsored booth locations.
Planned Orders Due By March 6, 13, 20, 27	<ul style="list-style-type: none"> Planned orders are due by in Smart Cookies by Sunday 11:59 p.m. See Smart Cookies for individual cupboard pick-up availability.
By March 21	<ul style="list-style-type: none"> Payment towards the troop's initial cookie bill due council via ePayment (gswny.org). Reference Troop Balance Summary Report (view balance amount).
April 5	<ul style="list-style-type: none"> Cookie Volunteer transfers additional product to girls in Smart Cookies and reconciles girl payments. Cad/Sr/Amb troops that waive the main recognition program must update Proceeds Plan and Main Recognition Plan in Smart Cookies and troop main recognition order. Troop's main (final) girl recognition order is due in Smart Cookies by 11:59 p.m. Troop Cookie Volunteer emails the end-of-sale reconciliation items to SUPPM (ePayment receipt, Delinquency, NSF, Troop Refund forms, supporting paperwork).
April 6	<ul style="list-style-type: none"> SUPPM reviews and confirms the troop's main (final) recognition orders in Smart Cookies by 11:59 p.m. SUPPM reviews troop payments (ePayment receipts), reconciliation forms (Delinquency, NSF, Troop Refund forms, supporting paperwork). SUPPM emails any necessary documentation to council Product Program Manager Troop's final cookie bill due council via ePayment (gswny.org). Reference Troop Balance Summary Report (view balance amount).
May	<ul style="list-style-type: none"> ABC recognitions are shipped to the SUPPM. Non-ABC recognitions will be available for pick-up at Girl Scout service centers. SUPPM notifies troop leaders when the cookie recognition items will be available for pick up. Cookie volunteer distribute recognition items to girls by May 31
By May 20	<ul style="list-style-type: none"> Last day for the SUPPM to report recognition damages and shortages to council Product Program Manager.

