



Service Unit 2025 Fall Product Program

Thank you for your volunteer time! Service Unit Fall Product Program Managers (SUFPPMs) can use this tool in addition to the 2025 Fall Product Program Guide

Getting Started

- ☐ Materials to arrive to SUs
- ☐ Attend GSHNJ SU training
- ☐ Receive access email, login to M2
- ☐ Watch short training video, set password
- ☐ Add delivery site location and delivery date options
- ☐ Join Fall Product Program on Rallyhood

Train Your Troops

- ☐ Host FPP training for troop leaders
*Remind troops to complete annual permission forms
- ☐ Invite troops to M2 training webinar on GS learn
- ☐ Distribute materials:
ONE order card and flyer per girl
TWO FPP Guides per troop
- ☐ Discuss the program- remind the troops of key dates, bank information
- ☐ Assist troop leaders, enter paper orders if necessary
(see FPP Guide for steps)

Delivery

- ☐ Receive delivery date confirmation from M2 and GSHNJ Council
- ☐ Attend GSHNJ SU training
- ☐ Set up troop pick ups in M2
- ☐ Arrive at least 15 minutes prior to delivery.
DO NOT ACCEPT DAMAGED ITEMS!
- ☐ Print troop and SU delivery tickets
- ☐ Recruit helpers count/sort troop orders
- ☐ Remind troops to be on time for pick-up
- ☐ Print Sales Report to compare to troop reports
- ☐ Have troops sign for items upon pick-up

Finalizing

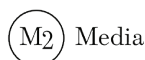
- ☐ December- Receive rewards delivery
- ☐ Sort and distribute rewards to troops

Getting Support

- ☐ Attend "Just in Time" trainings
- ☐ Email productprograms@gshnj.org
- ☐ Call M2 support line at 1-800-372-8520



girlscouts
heart of new jersey



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FIERCE. FUN!

