



9 May 2025

Introduction:

- American Heritage Girls started around a kitchen table in 1995 by parents to form a faith-based alternative to the Girl Scouts
- They wanted to be girl-centric
- They focused on building women of integrity through service to God, family, and community
- They have a covenant with Trail Life USA. Trail Life USA and AHG recognize the importance of God in character building, identity, and integrity through service.

Relationship with the Church:

- The charter is held by a church in most cases. The Catholic Women's Organization holds the current AHG in town. (I don't remember the organization's name, I do know it is a women's group.)
- The AHG Troop is part of the church like a Sunday school or other youth program. These are not two separate entities
- Even though the host is Abiding Word Lutheran Church, which is a solid Lutheran Church, the leaders are not allowed to
 - Encourage an individual in the troop to be "re-baptized" in their church. Any questions about baptism should be directed to their home church/pastor.

- Questions about theological issues can be directed to the pastor of Abiding Word Lutheran Church. The leaders should direct the child to their church/pastor.
- These rules foster a welcoming environment without fear of recruitment.

Cost:

- Troop Costs
 - Start-Up Box:
 - The Troop Start-Up Box is \$99. It is packed with essential supplies to help you understand the program and share with friends and church leaders as you embark on this exciting journey.
 - Charter Fees:
 - The initial Charter fee is \$325, with an annual renewal fee of \$195.
 - Many Charter Organizations include the AHG Ministry in their children's or women's ministry budget lines. Other Troops choose to fundraise annually to cover these Charter Fees. **Covered by Abiding Word Lutheran Church**
 - Individual Fees:
 - Annual Membership Fee (\$40, or a Sister Cap of \$105 for families with 3+ daughters registering)
 - Program Support fees (free for the first year of chartering, \$20 per girl with a sister cap of \$50 for families with 3+ daughters). **We learned this the hard way in Trail Life. However, Abiding Word Lutheran Will Cover these fees**

- The cost of uniforms, handbooks, badges, and activities is typically covered through Troop dues, fundraisers, and donations. **In our Trail Life Troop. We covered the books and badges. However, if they are lost, the family reimburses the troop for replacements**

Structure:

- The Charter Representative - *The Charter Representative serves the vital role of liaison between the Charter and the Troop. The Charter Representative is selected by the senior leadership of the Charter and has the authority to speak on behalf of the Charter. The Charter Representative takes an active role in the Troop by approving volunteers, participating in Board meetings and providing communication between the Troop Board and Charter Organization.*

The Troop Board - *The Troop Board is comprised of five dedicated volunteers: Charter Representative, Troop Coordinator, Vice Coordinator, Treasurer, and Shepherd. The Troop Board works together as a team to provide vision, make decisions, and lead the Troop.* **Steps to Starting an AHG Troop Step 3 on page 5**

- Unit Leaders - *Unit Leaders have the joy of working directly with the girls to implement faith, service, and fun! Unit Leaders implement the program by planning Troop meetings, outdoor adventure, and other fun activities. As Unit Leaders work with girls, they have the unique opportunity to mentor and share the love of Christ with each girl.*
- Troop meetings - *AHG Troops have the flexibility to set the meeting time and calendar to meet the needs of the families*

involved, be it the meeting time, length of the Program Year or frequency. Troops also vary in size, some have as few as 12 to 15 girls and some are much larger. The average number of girls per Troop is about 35-40 girls.

- **Sample AHG Troop Meeting Schedule:**

- 6:45-7:00pm – Connecting/socializing during opening activity. **TX-777 – 6 PM – 6:30 PM food**
- 7:00-7:15pm – Flag Ceremony, prayer, and announcements as a whole Troop **TX-777 – 6:30 PM – 6:45 PM flag ceremony/devotion/announcements**
- 7:15-8:00pm – Break into age appropriate Units for badge work, outdoor activity, or service project **TX-777 – 6:50 PM – 7:20 PM breakouts**
- 8:00-8:15pm – Snack, cleanup, and closing prayer in individual Units or whole Troop **TX-777 – 7:20 PM to 7:35:PM play followed by closing ceremony**

Troop Board Structure:

As part of the application process, each Troop Board Member will electronically receive, review, and sign an AHG Troop Position Volunteer Ministry Description pertaining to their specific role.

Familial relationships are not permitted on the Troop Board.

Exceptions would be:

Approval requested from AHG, Inc. with reasoning for the request.

If approved, only the Troop Shepherd can be related to another Troop Board Member.

- Charter Representative
- Troop Coordinator
- Vice Coordinator
- Troop Treasurer
- Troop Shepherd

- **Charter Representative**: Selected by the senior leadership of the Charter, they have the authority to speak on behalf of the Charter and take an active role in the Troop.
- **Troop Coordinator**: Oversees the day-to-day operations of the Troop, including planning and organizing meetings and activities.
- **Vice Coordinator**: Assists the Troop Coordinator and is ready to step in if the Coordinator is unavailable.
- **Treasurer**: Manages the Troop's finances, ensuring that all funds are accounted for and used appropriately.
- **Shepherd**: Focuses on the spiritual and emotional well-being of the girls and volunteers, fostering a supportive and nurturing environment.



AMERICAN
HERITAGE GIRLS®
FAITH | SERVICE | FUN

Steps to Starting an AHG Troop



FAITH

Christ-centered programming for girls 5 to 18.



SERVICE

Raising servant-hearted leaders who give back to their communities.



FUN

Fostering lifelong friendships through plenty of adventure.

The goal of every AHG Troop is to provide girls with a balanced program, which progresses with the girl - increasing in challenge and skill as she grows in maturity and knowledge. Rather than rushing a girl through childhood and adolescence, AHG is committed to giving her the time that she needs to grow and learn who she is, and whose she is, in Christ. AHG is disciplining girls for Christ in a faith, service, and fun setting!

Step 1: Identify a Charter Organization

Work with your Troop Development Coach (TDC) or Ministry Expansion Lead (MEL) to identify a Charter Organization. Charter Organizations may include churches, schools, or other faith-based organizations. AHG collaborates with these organizations to accomplish the Charter Organization's ministry goals by organizing and operating AHG Troops. After identifying potential Charter Organizations, setting up a meeting with the head decision-maker of those churches/organizations is the next step. While a face-to-face meeting is ideal, these conversations can occur via phone, video, or email. Communicating the necessary information to the head decision maker is the main key in this step along with securing approval to charter through their organization. Packed with helpful information, Charter Packets introduce the Chartering Organization to American Heritage Girls. The links below can be sent digitally or printed.

[Charter Packet for American Heritage Girls](#)

Denomination Specific:

[Charter Packet for American Heritage Girls - Southern Baptist](#)

[Charter Packet for American Heritage Girls - Presbyterian Church in America](#)

[Charter Packet for American Heritage Girls - Catholic](#)

[Charter Packet for American Heritage Girls - Lutheran Church Missouri Synod \(LCMS\)](#)

Website:

<https://americanheritagegirls.org/>

Requirements for Charter Organization:

- ☐ Must be faith-based and a tax-exempt, nonprofit organization willing to provide documentation of this status.
- ☐ Must agree to the [AHG Statement of Faith](#).
- ☐ Participate in an alignment call with the AHG Director of Strategic Growth to share about the Charter Organization, its ministry goals, and alignment with [AHG's Statement of Faith](#).
- ☐ The Charter Organization owns the AHG Program; therefore, it should provide both financial and non-financial support to the AHG Troop.
- ☐ The ownership and operation of Troop finances as a line item on the Charter Organization's budget or sharing the Charter Organization's Employer Identification Number (EIN) to establish a Troop checking account. At no time will the assets become the property of an individual Girl or Adult Member.
- ☐ The Charter Organization must be willing to select, identify and appoint a Charter Representative, who will be authorized to sign as a legal representative of the Charter Organization and approve AHG Adult Members.
- ☐ Provide a safe, secure, and adequate meeting facility for Troop meetings.

Complete Charter Organization Identification Form:

- ☐ Once the Charter Organization is identified, completing the "Charter Organization Identification Form" will be sent via email. This will contain the Charter Organization's address, phone number, website, and the Head Decision Makers' phone number and email address.

Step 2: Alignment Call with Head Decision Maker

A request for the Alignment Call to the Head Decision Maker will be emailed to the Director of Strategic Growth at AHG, Inc. The Head Decision Maker will reserve time with the Director of Strategic Growth using a scheduling app. The goal of this conversation is to discuss the ministry of the Charter Organization, the alignment of the Statement of Faith, the role of the Charter Representative, and Financial Oversight using the EIN or Line Item in Charter Organization's budget.

After completion of the Alignment Call, an email will be sent to the Head Decision Maker to name the Charter Representative.

Step 3: Recruit & Select Troop Board

Each Troop Board is comprised of five individuals, carefully selected to fill the roles of Charter Representative, Troop Coordinator, Troop Vice Coordinator, Troop Treasurer, and Troop Shepherd. The Charter Organization selects the Charter Rep, who in turn recruits and selects remaining Board positions based on their gifts and talents. Learn more about each role by reading the Volunteer Ministry Description:

☐ [Charter Representative](#)

☐ [Troop Coordinator](#)
☐ [Vice Coordinator](#)

☐ [Troop Treasurer](#)
☐ [Troop Shepherd](#)

As part of the application process, each Troop Board Member will electronically receive, review, and sign an AHG Troop Position Volunteer Ministry Description pertaining to their specific role.

Familial relationships are not permitted on the Troop Board. Exceptions would be:

- **Approval requested from AHG, Inc. with reasoning for the request.**
- **If approved, only the Troop Shepherd can be related to another Troop Board Member.**

Once the Troop Board is identified, the TDC or MEL will send a link to the lead contact person to complete the *New Troop Charter Request Form*.

Step 4: Registration Tutorial

After the *New Troop Charter Request Form* is received, the Troop Board will receive a video and written tutorial to walk them through the final steps of the chartering process in AHG's online member database, AHGfamily. This online tool allows AHG Troops to interact with the national membership database and perform select Troop management tasks.

Step 5: AHGfamily

After viewing the registration tutorial, Troop Board Members will have access to AHGfamily, in order to complete online membership applications, pay registration fees, complete the online KEYS to Child Safety Training and sign the Charter Organization Ministry Agreement (COMA).



Step 6: Documentation & Payment

Upon completion of all online applications and KEYS Training by the Troop Board, the following steps will complete your charter application process:

- ☐ AHG, Inc. completes criminal background checks on Troop Board Members.
- ☐ The Charter Representative will be notified to review and approve Board and Charter applications within AHGfamily.
- ☐ Charter Representative signs Charter Organization's Charter Organization Ministry Agreement.
- ☐ The Charter fee is paid online through AHGfamily using e-check or a credit card.



Step 7: Troop Approval!

The final step includes receiving an email confirming the approval of the Troop, shipment of the Troop's Start Up Box, and transition to an AHG Troop Coach. Your AHG Troop Coach will provide next steps for training volunteers, assistance with best practices, tools, and resources to help your Troop successfully launch and maintain the Troop and their members. Now you're ready to start registering girls and ordering your AHG swag! Bringing AHG to your community is an incredible endeavor. We are thrilled that you have joined us in the fight to counter today's culture and help nurture the next generation of women after God's own heart. The Troop Development Coach or Ministry Expansion Leader will walk alongside you during this process, offering resource, support and encouragement along the way. Never hesitate to reach out – we are here to help!

Overview of Troop Costs*

FEES DUE TO AHG, INC.

Troop Startup Chartering Fee: **\$325** Troop Annual Chartering Renewal: **\$195**

Membership Fee

Girl and Adult Membership \$40
Sister Cap: *Families with 3+ girls registering at same time* \$105

Program Support

Per Program Year/Per Girl: *Payable each spring. Waived during Troop's first year* \$20
Sister Cap: *Families with 3+ girls registering at same time* \$50

UNIFORM AND HANDBOOK COSTS (*available at store.americanheritagegirls.org*)

Uniforms

Per Program Level

Cost dependent on total items purchased **Starting at \$32**

Handbook

Pathfinder Handbook \$10.99
Th/Ex Handbook \$19.99
Pi/Pa Handbook \$19.99

TROOP SPECIFIC FEES

Dues: Troop Board and Charter Organization decide the Troop dues. Troops are not required to collect dues, but many collect dues to cover Troop expenses (such as supplies, equipment, badges, patches, awards, and snacks). All Troop dues are kept within the Troop and not sent to AHG, Inc. Troops are encouraged to keep Troop dues at a reasonable cost, so as not to limit families' ability to participate.

Activities: Activities outside of a Troop meeting are typically "pay as you play". Troops often pass along the cost of an outing or field trip directly to those participating in the activity.

Benevolence Funds

New Troops don't often start with a benevolence fund. Many create this fund as their Troop grows to provide resources to girls who might need financial assistance on a temporary or one-time basis. The existence of the benevolence fund is a decision of the Charter Organization and/or Troop Board and can be budgeted for annually.

**Costs are subject to change at the discretion of AHG Inc. and communicated in a timely manner if done so*