

# Billing and Team Projects

Read through the following guide to learn how students who are working on a group project in Google Cloud can pool their individual coupons to fund a group project.

[Approach #1: Small trustworthy groups](#)

[Approach #2: Any sized group](#)

*Step 1: Share the project with the second account*

*Step 2: Disable the existing billing account*

*Step 3: Apply the new billing account*

[Share the project with the other account](#)

[Take over billing](#)

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## [Approach #1: Small trustworthy groups](#)

For small enough teams (three or fewer students), you can have everyone in the group give their coupon codes to one student. That student can apply up to three of these coupons to their billing account, create the group project, and then make their team members project owners.

While easy to manage, this approach has two disadvantages:

1. Students can no longer use credits for individual projects.
2. The group size is limited to three or less.

This approach also requires that all members of the group fully trust the person that they're sharing their coupons with.

## [Approach #2: Any sized group](#)

Another way to share the costs of a group project is to periodically exchange the billing account funding it. Each student can take a turn providing the billing account for the project.

However, keep in mind that a project can only have a single billing account associated with it at a time. To perform the switch, you'll need to:

1. Share the project with the new account
2. Disable the existing billing account
3. Apply the new billing account

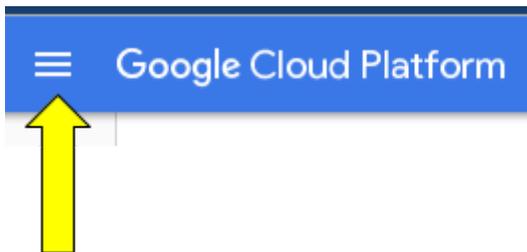
Read through the scenario below for more information on exchanging billing accounts between team members.

### *Step 1: Share the project with the second account*

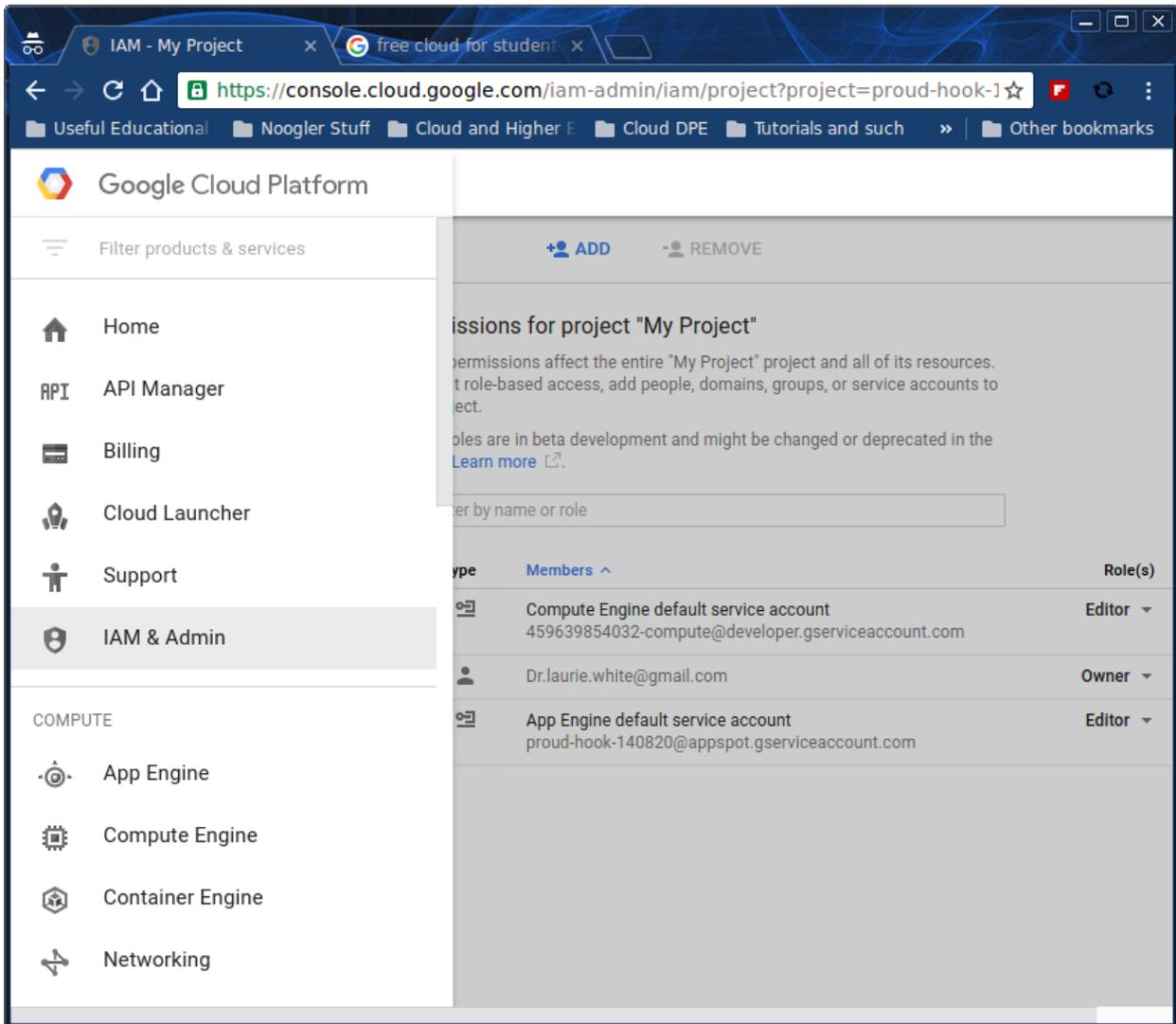
In this example, we'll create two fictional students ([pupil@school.edu](mailto:pupil@school.edu) and [student@school.edu](mailto:student@school.edu)) who are working together on a group project. Each has received a coupon and applied it to their individual accounts.

Suppose [pupil@school.edu](mailto:pupil@school.edu) creates the project and selects their billing account to fund the project. Once the account starts to run low (or whenever the students decide) their partner, [student@school.edu](mailto:student@school.edu), can use their billing account to continue the project.

To do this, navigate to the console of [pupil@school.edu](mailto:pupil@school.edu) and open the main menu:



From there, select **IAM & Admin**:

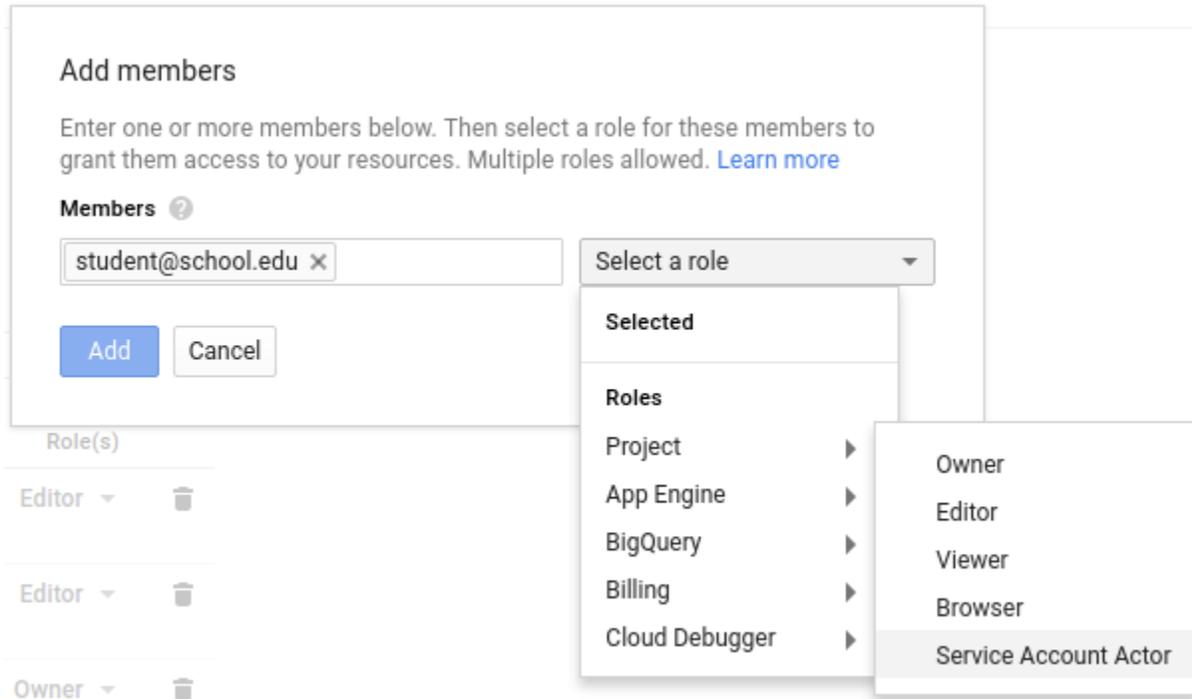


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Then, select **ADD** at the top of the page:



Enter the second email address (student@school.edu) and give them **Owner** permissions:

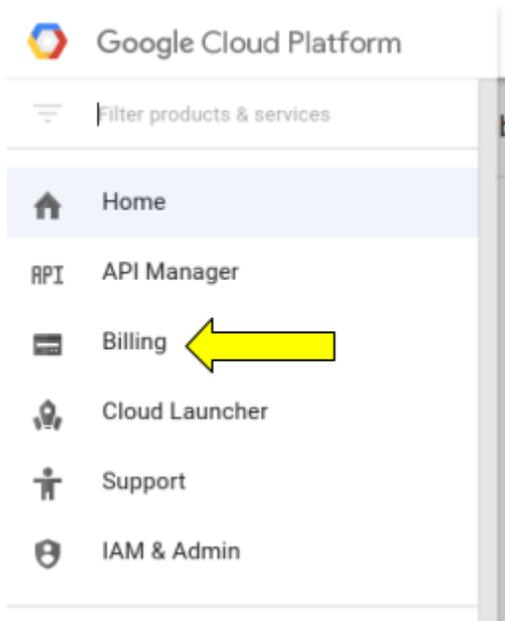


Click the button labeled “Add”, and [student@school.edu](mailto:student@school.edu) will receive an email message asking them to accept the project. Once accepted, they'll be added as an Owner. It's worth noting that not only can projects have multiple owners, but it's actually considered a best practice for a project to have multiple owners.

### *Step 2: Disable the existing billing account*

Remember, a project can only have a single billing account associated with it at any given time. If [pupil@school.edu](mailto:pupil@school.edu) has already added Billing Account for this project, they must disable it from the Google Cloud Console.

To do so, first select **Billing** from the main menu:



Then, find the group project, click the tricolon icon ( ⋮ ) to the right, and select **Disable billing**:

#### Projects linked to this billing account

Project name	Project ID	
My First Project	supple-century-154721	⋮

Disable billing

Change billing account

#### *Step 3: Apply the new billing account*

Once [student@school.edu](mailto:student@school.edu) has accepted ownership of the project and [pupil@school.edu](mailto:pupil@school.edu) has disabled his billing account, all the team needs to do is apply the new billing account.

Do so by selecting **Billing** from the main menu. Then, find the group project, click the tricolon icon ( ⋮ ) next to its name, and choose **Change billing account** from the menu that appears.

#### Questions?

For specific questions about billing accounts, feel free to get in touch by emailing us at: [CloudEduGrants@google.com](mailto:CloudEduGrants@google.com)