



2009
GIRL SCOUT GOLD AWARD

INFORMATION, APPLICATION, AND FINAL REPORT

This packet expires September 30, 2009.

FOR YOUR GIRL SCOUT GOLD AWARD

Girl Scout Gold Award Application

Be sure the following is included:

- Completed Girl Scout Gold Award application form
- Completed answers to the project plan questions
- Signed Girl Scout Gold Award advisors agreement
- Proposed budget worksheet
- Proposed project timeline

Remember to make a copy of everything you turn in. Mail or hand-deliver the materials listed above at least one month before you plan to begin your Girl Scout Gold Award project. Applications may be emailed, but the candidate is required to follow-up by phone to ensure that it has been received. Each Girl Scout must turn in her own paperwork even if she is working in a group.

Girl Scout Gold Award Final Report

Be sure the following is included:

- Completed Girl Scout Gold Award final report form
- Completed answers to the project reflection questions
- Final budget worksheet
- Final project time log
- Receipts and cookie credits, if applicable
- Submit a “head-and-shoulders” actual school-like photograph of you to be used for Girl Scout Gold Award publicity. Put all pictures in an envelope with your name printed on the envelope and on the back of each photograph. Photographs will not be returned.
- Submit 5-10 photographs of your project being implemented, including a picture of you doing your project. Pictures will be accepted on a CD, via e-mail at goldaward@girlscoutsv.org, or in hard copy. Put all pictures in an envelope with your name printed on the envelope and on the back of each photograph. Photographs will not be returned.
- Submit a signed consent form giving Girl Scouts permission to use your photos and photos that may be taken of you at the awards ceremony.
- Completed copy of the online ceremony program and publicity information form located at http://www.girlscoutsv.org/programs/programs_silver_gold.htm.

Remember to make a copy of everything you turn in. Scrapbooks and other materials do not need to be submitted with your final report. These items may be displayed at the Girl Scout Gold Award Ceremony. Each Girl Scout must turn in her own paperwork even if she is working in a group.



Dear Girl Scout Gold Award Candidate,

Congratulations! You are taking the first step in an exciting and challenging journey of leadership and service. The Girl Scout Gold Award is your opportunity to use your talents, skills, and gifts to make a lasting impact on your community and make the world a better place.

This packet contains important information, including deadlines and council forms required to successfully complete your Girl Scout Gold Award project. Please be sure to read through this packet carefully. The Gold Award process consists of seven steps.

Your Girl Scout Gold Award project must be **unique, demonstrate your leadership, and be sustainable**. The Gold Award Committee will look for these criteria throughout your application.

Remember that your project application must be approved by the Gold Award Approval Committee prior to starting your project. Attending a Girl Scout Gold Award workshop is highly recommended and extremely helpful. Consult the online council-sponsored program event listings for workshop details. Attending a workshop will introduce you to the Girl Scout Gold Award process.

The Girl Scout Gold Award is an opportunity to challenge yourself and to develop a support network: your community advisor, community members, troop leader(s), parents/guardians, service unit manager, and sister Girl Scouts, among others. Feel free to contact the Girl Scouts of Minnesota and Wisconsin River Valleys with questions.

We welcome your decision to join the 5% of Girl Scouts nationally who have achieved this award, and we look forward to receiving your application.

For additional information about the Girl Scout Gold Award, please visit the River Valleys website at www.girlscoutsrv.org

Sincerely,

Program Staff
Girl Scouts of Minnesota and Wisconsin River Valleys

INFORMATION PACKET TABLE OF CONTENTS

<u>Information</u>	<u>Page</u>
Checklists for your Girl Scout Gold Award.....	inside cover
Introduction.....	3
Information Packet Table of Contents.....	4
Girl Scout Gold Award—Basic Information.....	5
Go For It! Steps to the Girl Scout Gold Award.....	6
Girl Scout Gold Award—Presentation Information.....	7
Girl Scout Gold Award—Financing Information.....	8
Girl Scout Gold Award—Project Application.....	9
Girl Scout Gold Award—Advisor Agreement.....	13
Girl Scout Gold Award—Project Timeline.....	15
Girl Scout Gold Award—Project Estimated Budget Worksheet.....	16
Girl Scout Gold Award—Final Report.....	17
Girl Scout Gold Award—Final Report Time Log.....	19
Girl Scout Gold Award—Project Final Budget.....	20
Photo/Interview Consent Form.....	21

BASIC INFORMATION

General Information

To be eligible to earn the Girl Scout Gold Award and to work on steps 1-4, you must be age 14 or in ninth grade. Accomplishments prior to age 14 or ninth grade cannot be used toward the Girl Scout Gold Award. You must be age 15 or in tenth grade to start work on steps 5-7. When selecting a Gold Award project, be sure that your project is unique (something new), sustainable (it can live on after your involvement with the project is complete), meets a need in the community outside of Girl Scouts, and that it enables you to demonstrate your leadership skills by working with others.

Working Together on the Girl Scout Gold Award

You may work with other girls or individually on Steps 1-4 of the Girl Scout Gold Award. For Steps 5-7, no more than four girls may work together and the approval committee strongly encourages girls do these steps individually. In order to develop your leadership skills, for groups of two to four girls, it is very important for each girl to have her own role and responsibility in the project. Each candidate must also submit individual paperwork in her own words.

Girl Scout Gold Award Project Hours

Each candidate must complete a minimum of 65 hours to earn the Girl Scout Gold Award. You may count a maximum of 15 hours for individual projects and 10 hours for group projects towards the 65-hour requirement before you meet with the Gold Award Committee for project approval. A substantial number of your hours must be completed on an active leadership role.

Advisors

Parents/guardians, troop leaders, or other adults may serve as your Girl Scout Gold Award Advisor throughout the award process. For steps 5-7, you are also required to have a community advisor, who cannot be your parent/guardian or troop leader. This community advisor must have expertise in your project area. Refer to page 8 for the advisor agreement.

Key Dates

In order to be recognized at the Spring 2010 Gold Award Ceremony:

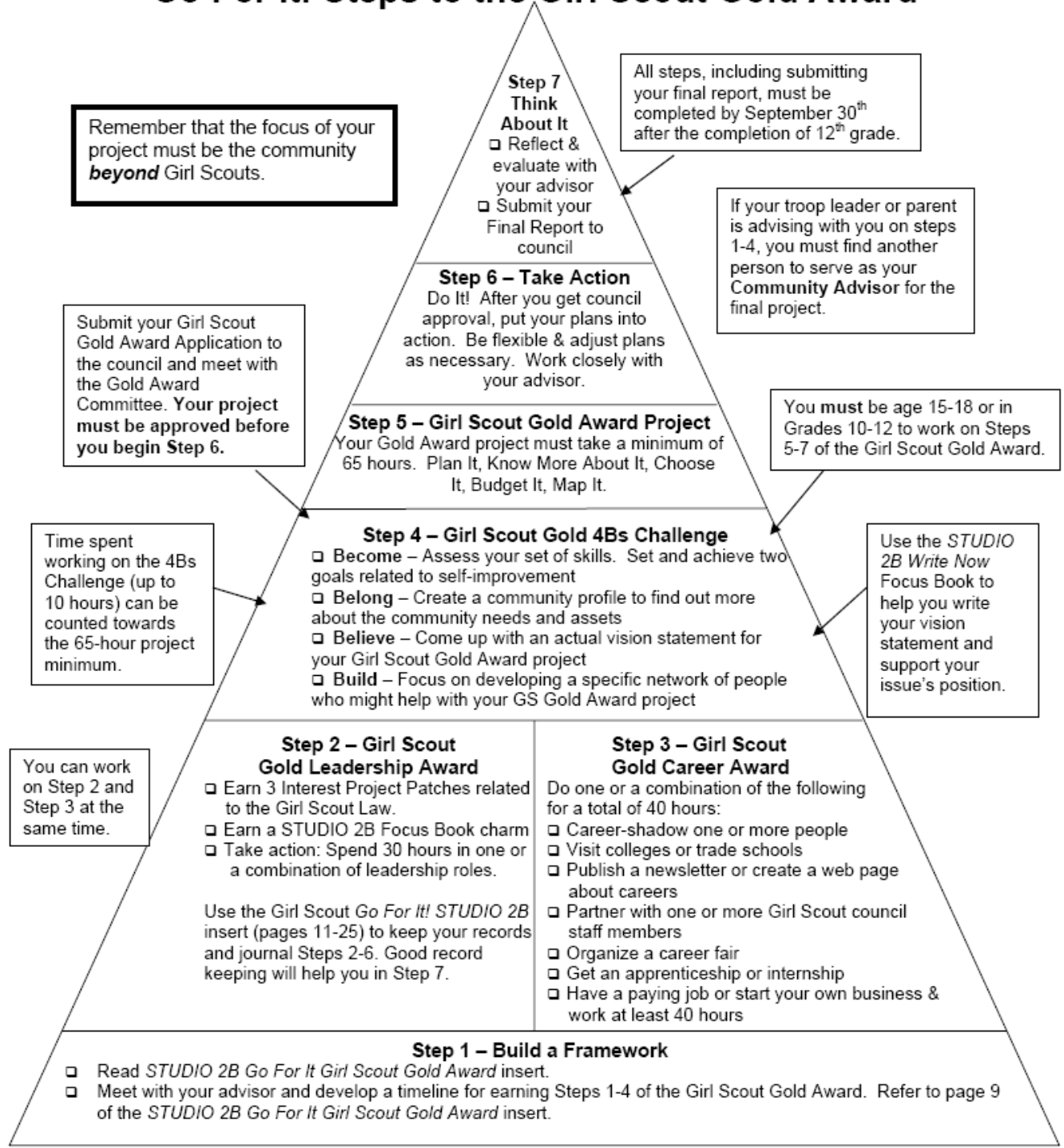
- You must submit all parts of the Girl Scout Gold Award project application by November 1, 2009
- You need to present your project to the approval committee by December 15, 2009.
- You must submit your Girl Scout Gold Award Final Report by March 1, 2010. Final reports submitted after March 1 will be recognized the following year.

If you have completed twelfth grade, you must submit your Girl Scout Gold Award final report by September 30 of your graduation year. Young women with a developmental disability may retain their girl membership through their 21st year. They have until September 30 of that year to earn the Girl Scout Gold Award.

Girl Scout Gold Award Recognition

You will be invited to a recognition ceremony in the spring. Refer to the dates above for paperwork deadlines. The approval committee also encourages you to work with your service unit to be recognized locally. Your Girl Scout Gold Award pin will be provided by the Girl Scouts of Minnesota and Wisconsin River Valleys.

Go For It! Steps to the Girl Scout Gold Award



Remember that the focus of your project must be the community **beyond** Girl Scouts.

All steps, including submitting your final report, must be completed by September 30th after the completion of 12th grade.

If your troop leader or parent is advising with you on steps 1-4, you must find another person to serve as your **Community Advisor** for the final project.

Submit your Girl Scout Gold Award Application to the council and meet with the Gold Award Committee. **Your project must be approved before you begin Step 6.**

You must be age 15-18 or in Grades 10-12 to work on Steps 5-7 of the Girl Scout Gold Award.

Time spent working on the 4Bs Challenge (up to 10 hours) can be counted towards the 65-hour project minimum.

Use the *STUDIO 2B Write Now Focus Book* to help you write your vision statement and support your issue's position.

You can work on Step 2 and Step 3 at the same time.

- Accomplishments prior to age 14 or 9th grade cannot be used towards the Girl Scout Gold Award.
- You must be age 14-18 or in Grades 9-12 to work on Steps 1-4 of the Girl Scout Gold Award.

PRESENTATION INFORMATION

What is the Girl Scout Gold Award Presentation?

This is your opportunity to introduce your project to Girl Scout staff and/or volunteers. It will allow you the opportunity to further explain details about your project and to ask any questions you may have about meeting the requirements of the Girl Scout Gold Award. Group projects must be presented as a team with all girls in attendance. Your advisors do not participate in the presentation.

How do I schedule my presentation?

After your project application has been reviewed by the approval committee, you will be contacted with directions on how to schedule your presentation.

How should I prepare for my presentation?

Be prepared to discuss your project application, which must be received at your local service center at least four weeks before your presentation. This will include your timeline, budget, and volunteer base (those you have recruited to help you).

What questions might be asked during my presentation?

- What are your specific steps in meeting the requirements of the Girl Scout Gold Award?
 - 65-hour minimum
 - Financing your project
 - Volunteer recruitment
 - Evaluation
 - Sustainability (how will the project continue)
- How does your project take you beyond Girl Scouting?
- What prompted you to select this proposed idea for a Girl Scout Gold Award Project?
- What community need is being served by your proposed Girl Scout Gold Award Project?
- Outline your strengths, talents, and skills that will be put into action.

What happens after my presentation?

At the end of your presentation, you will be notified as to whether or not your project has been approved. Any project completed without approval will not be recognized as a Girl Scout Gold Award project.

Once your project is approved, you are free to start. If you were given additional items to include on your project by a specified date, please make sure you complete them on time.

If your proposed project requires major changes, it will not be approved at your presentation. The approval committee will provide helpful suggestions on how you can modify or expand your project. You will be asked to schedule a follow-up meeting.

FINANCING INFORMATION

When designing your Girl Scout Gold Award project, be realistic about planning a budget. Financing your project is a huge part of the process. You will gain great leadership skills by conducting supply drives in your neighborhood, doing council-approved money-earning projects, or finding new ways to serve your community that don't require a lot of cash or fancy supplies. Be prepared to share your budget during your presentation to the Girl Scout Gold Award approval committee.

Ways to Fund Your Project

Event Fees

If you are hosting events for your project, you can collect event fees to cover professional services, supplies and food. However, Girl Scout Gold Award Projects cannot make money and excess project money cannot be deposited into a troop or Juliette account.

Donations

Donations can come in the form of supplies, services, or volunteer time.

Troop or Juliette Account

You can use money from your troop or Juliette account. The decision to use troop funds for a Girl Scout Gold Award project must be agreed upon by all troop members.

Cookie Credits

Cookie credits earned from the 2009 Cookie Program Activity can be used to finance your Girl Scout Gold Award project. Cookie credits earned prior to 2009 must meet the redemption guidelines of your local service center. Refer to your local service center's cookie credit policy for details. Cookie credits redeemed cannot expire before submitting your final report. After your project has been approved and completed, submit cookie credits and your project receipts with your final report. You will receive a reimbursement check through the mail.

Personal Contribution

You are permitted to make personal contributions to carry out your project. This is a great way to invest in your leadership development.

Family Contribution

Family members can also make a contribution (up to 25 percent of the project costs). However, we encourage you to work with others to earn the money. That's part of the process. "Going for the Gold" is not meant to be a hardship on a family or individual.

Money-Earning Activities

Remember to follow all troop money-earning guidelines outlined by River Valleys and in *Safety-Wise*. Girl Scout Gold Award projects *must* comply with all council money-earning guidelines. For troop and individual money-earning ideas refer to pages 32-34 of the *Girl Scout Gold Award: Go For It!* insert.

Grants

You can write a grant to fund your project, but you must first receive approval from River Valleys. Your Girl Scout Gold Award advisor, your community advisor, or another adult has to do the actual ask and sign on the dotted line.

GIRL SCOUT GOLD AWARD

PROJECT APPLICATION

Submit this project application **at least four weeks** prior to your Girl Scout Gold Award presentation. **Do not begin your project until you have received council approval.**

If you wish to be recognized at the Spring 2009 Girl Scout Gold Award Ceremony, you must submit your project application by November 1, 2008. You also need to present your project to the approval committee by December 15, 2008. Your project must be completed and the final report submitted by March 1, 2009. Final reports submitted after March 1 will be recognized the following year. Make one copy each for yourself and your Girl Scout Gold Award advisor.

YOUR INFORMATION (Please type or print clearly in black ink.)		Today's Date:
Name:		Phone: ()
Address:	City:	State: Zip Code:
Name of School:	Age:	Grade:
Service Unit Name:	Juliette Girl Scout: y / n	Graduation Year:
E-mail:		Troop/Group #:
What's the best way to contact you? <input type="checkbox"/> Phone <input type="checkbox"/> Email		
At which service center do you want to have your Gold Award Presentation?		
Brooklyn Center Northfield Redwood Falls Rochester St. Paul		
If you are working on your Girl Scout Gold Award project with other girls, please include their names and troop numbers below.		

Name and Troop #	Name and Troop #	Name and Troop #
GIRL SCOUT GOLD AWARD ADVISOR INFORMATION		
Name:		Phone: ()
Street Address:	City:	State: Zip Code:
What's the best way to contact her/him? <input type="checkbox"/> Phone <input type="checkbox"/> Email		Email:
COMMUNITY ADVISOR INFORMATION		
Your Community advisor may not be your troop leader or parent/guardian.		
Name:		Phone: ()
Business/Organization:		
Street Address:	City:	State: Zip Code:
What's the best way to contact her/him? <input type="checkbox"/> Phone <input type="checkbox"/> Email		Email:
GIRL SCOUT GOLD AWARD PROJECT		
Project Title:		
Proposed Start Date:	Proposed Completion Date:	
Girl Scout Gold Award Workshop		
Have you attended an optional Girl Scout Gold Award Workshop? Yes No If yes, specify date and location:		

PREREQUISITES AND PROJECT OVERVIEW		
Remember your application must be approved prior to beginning work on your project.		
STEP 1: BUILD A FRAMEWORK	Date Completed	Girl Scout Gold Award Advisor Signature
Read <i>Girl Scout Gold Award: Go For It!</i> STUDIO 2B insert		
Meet with your Girl Scout Gold Award Advisor; develop a Project Timeline for Steps 2-4 (refer to page 9 of the <i>Girl Scout Gold Award: Go For It!</i> STUDIO 2B insert)		
STEP 2: GIRL SCOUT GOLD LEADERSHIP AWARD		
Earn it: Choose and earn three Interest Projects that relate to the Girl Scout Law	Date Completed	Girl Scout Gold Award Advisor Signature
Interest Project:		
Interest Project:		
Interest Project:		
Earn it: Choose and earn one STUDIO 2B Focus Book. Name of STUDIO 2B Focus Book: List at least one of your goals:		
Take Action: Describe your 30 hours in a leadership role(s).		
STEP 3: GIRL SCOUT GOLD CAREER AWARD		
Spend 40 hours in one or a combination of activities related to career exploration, education, or employment.	Date Completed	Girl Scout Gold Award Advisor Signature
Describe the activities completed:		

STEP 4: GIRL SCOUT 4Bs CHALLENGE AWARD

Describe what you accomplished in each of the steps below.	Date Completed	Girl Scout Gold Award Advisor Signature
A. Become: Achieve two goals related to self-improvement. 1) 2)		
B. Belong: Create a community profile and summarize below.		
C. Believe: Create a vision statement and summarize below.		
D. Build: Develop a network of people and list contacts below.		

STEP 5: GIRL SCOUT GOLD AWARD PROJECT

Project Plan: Please type your answers for the following questions in paragraph form on a separate piece of paper and attach your answers to this form. Remember to answer in your own words! If you are working with a group, your answers should be different from your group members. Please check your responses for grammar, punctuation, and spelling errors.

- A. **Vision:** Describe the issue your project will address and what you hope to achieve. List specific, measurable goals.
- B. **Community Impact:** Who will benefit from your project? Your project should extend beyond Girl Scouting.
- C. **Passion:** Why have you selected this project?
- D. **Sustainability:** How will your project live on after you have completed your hours?
- E. **Leadership:** What are your strengths, talents and skills that you will put into action to complete this project? If you are working in a group, please describe your role in the project.
- F. **Resources:** List the resources including: volunteers, organizations, agencies, facilities and/or equipment you plan to use. Remember that part of implementing your Girl Scout Gold Award Project is to get others in your community involved.
- G. **Evaluation:** Describe how you will measure the effectiveness of your project and whether you have achieved your project goals.
- H. **Timeline:** Using the template on page 12, outline a plan to achieve your project goals.
- I. **Supplies and Budget:** Using the template on page 13, list all supplies needed, including donations, troop supplies and items purchased. Estimate overall project expenses and how you plan to meet these costs.

APPLICANT SIGNATURE	
I have completed the above items as indicated and have attached the project plan for my Girl Scout Gold Award. I will present my project plan to the Girl Scout Gold Award Approval Committee before beginning the project. I have read and understand all the requirements and guidelines for the Girl Scout Gold Award. I have consulted <i>Safety-Wise</i> . I am aware of all deadlines for the Girl Scout Gold Award and the consequences of not meeting those deadlines. Should any major plans change, I will contact the appropriate council staff.	
Applicant Signature:	Date:
ADVISORS' SIGNATURES	
I have reviewed the above application including the project plan. I will continue to support this Girl Scout during the completion of her Girl Scout Gold Award project.	
Girl Scout Gold Award Advisor Signature:	Date:
Community Advisor Signature:	Date:
PARENT/GUARDIAN SIGNATURE	
I recognize that it is the applicant's responsibility to fulfill the requirements for the Girl Scout Gold Award including all deadlines. I understand she must uphold all guidelines specific to her project as outlined in <i>Safety-Wise</i> .	
Parent/Guardian Signature:	Date:

Mail this completed form, the Step 5 answers, timeline, budget and any additional information to:

Girl Scouts of Minnesota and Wisconsin River Valleys
 ATTN: Girl Scout Gold Award
 5601 Brooklyn Blvd.
 Brooklyn Center, MN 55429

GIRL SCOUT GOLD AWARD

PROJECT TIMELINE

Girl Scout Gold Award project hours must include a **minimum of 65 hours**. You may count a maximum of 15 hours for individual projects and 10 hours for group projects towards the 65-hour requirement before you meet with the Gold Award Committee for project approval. Remember that a substantial number of your hours must be completed on an active leadership role. If there are any major changes in your plan, it is your responsibility to inform River Valleys in writing as soon as possible.

Name: _____ Project Title: _____

	Date	Activity/Task	Time estimated to complete	Who's involved
Month 1				
Week 1				
Week 2				
Week 3				
Week 4				
Month 2				
Week 1				
Week 2				
Week 3				
Week 4				
Month 3				
Week 1				
Week 2				
Week 3				
Week 4				
Month 4				
Week 1				
Week 2				
Week 3				
Week 4				
Month 5				
Week 1				
Week 2				
Week 3				
Week 4				

Community Advisor Signature: _____

Date: _____

GIRL SCOUT GOLD AWARD

FINAL REPORT

Your project must be completed and the final report submitted by March 1, 2009 to participate in the Spring 2009 Gold Award Ceremony. Final reports received after this date will result in the recipient being recognized at the following year's recognition ceremony. Make copies for your Girl Scout Gold Award project advisor, your troop/group advisor, and for you to keep.

Also submit your time log, final budget, receipts and cookie credits if using, and photographs (headshot yourself and project photos).

Mail this completed application form, reflection, and evaluation answers and additional information to:

Girl Scouts of Minnesota and Wisconsin River Valleys
 ATTN: Girl Scout Gold Award
 5601 Brooklyn Blvd.
 Brooklyn Center, MN 55429

YOUR INFORMATION (PLEASE TYPE OR PRINT CLEARLY IN BLACK INK.)		Today's Date:
Name:		Phone: ()
Address:	City:	State: Zip Code:
Name of School:	Age:	Grade:
Service Unit Name:	Juliette Girl Scout: y / n	Graduation Year:
E-mail:		Troop #:
What's the best way to contact you? <input type="checkbox"/> Phone <input type="checkbox"/> Email		
If you worked on your Girl Scout Gold Award project with other girls, please include their names and troop numbers below.		
_____	_____	_____
Name and Troop #	Name and Troop #	Name and Troop #
GIRL SCOUT GOLD AWARD ADVISOR INFORMATION		
Name:		Phone: ()
Street Address:	City:	State: Zip Code:
What's the best way to contact her/him? <input type="checkbox"/> Phone <input type="checkbox"/> E-mail		
E-mail:		
COMMUNITY ADVISOR INFORMATION		
Name:		Phone: ()
Business/Organization:		
Street Address:	City:	State: Zip Code:
What's the best way to contact her/him? <input type="checkbox"/> Phone <input type="checkbox"/> E-mail		
E-mail:		
HOURLY AND BUDGET TRACKING		
Complete and attach the Final Report Time Log and Final Budget worksheet.		

STEP 7: THINK ABOUT IT

Project reflection and evaluation - Please type answers to the questions below on a separate piece of paper. Label each section. Remember to answer in your own words! If you are working with a group, your answers should not be the same as your group members.

- A. **Vision:** Summarize your project and what goals you achieved with specific details (i.e. collected 500 pounds of food or 60 people participated). What obstacles did you overcome?
- B. **Community Impact:** Discuss the benefits your project provided to others in the community.
- C. **Outcomes:** Were your intended outcomes achieved? Why or why not?
- D. **Passion:** What did you learn about yourself as a result of this project?
- E. **Sustainability:** How will your project live on now that you have completed your hours?
- F. **Leadership:** What strengths, talents and skills did you put into action to complete this project? Did you discover any new talents or skills while completing your project?
- G. **Resources:** Who helped you complete your project and how?
- H. **Evaluation:** How did you measure the effectiveness of your project? Please include any documentation (evaluation forms, letters from organizations/individuals served, etc.) What aspects of your project would you change or do differently? What was the most successful aspect of your project?

Along with this final report form and your project reflection please include the following items:

- Time log
- Final budget worksheet
- Receipts and cookie credits, if applicable
- A headshot photograph of you (a school picture works well) that can be provided to newspapers doing articles about Gold Award recipients.
- Submit 5-10 photographs of project being implemented

Girl Scout Signature

I verify that the final report and attachments accurately document my Girl Scout Gold Award project. I understand that my final report must be submitted by **March 1** to participate in the spring ceremony. (If you are in twelfth grade, this form must be submitted no later than September 30 and before you register as an Adult Girl Scout.)

Girl Scout Signature:

Date:

Community Advisor Signature

I have reviewed the above final report and all attachments.

Community Advisor Signature:

Date:

FINAL BUDGET

Expenses	How did you get this item? (Donations, On Hand, Need to Purchase)	Cost to purchase
Supplies		
Facility Rental		
Advertising/Promotion		
Professional services		
Mileage		
Food		
Postage		
Other/Misc.		
	Total Cost Estimate	

Income	Amount
Event fees	
Donations (supplies, services)	
Troop/Juliette account	
Cookie credits (can not expire before submitting final report)	
Personal contribution	
Family contribution	
Money-Earning	
Other/Misc.	
Total Income Estimate	

Photo/Interview Consent Form for Minors

I hereby consent that _____ girl first & last name _____ may be interviewed about and/or photographed at Girl Scout activities by the Girl Scouts of Minnesota and Wisconsin River Valleys, or its approved media partner.

I understand that resulting photographs, writing, artwork, audio, or video may be used for any purpose by the Girl Scouts of Minnesota and Wisconsin River Valleys or its approved media partner.

Furthermore, I hereby consent that such material shall be the property of the organization or its approved media partner, and that the council or its approved media partner shall have the right to sell, duplicate, reproduce, and make other uses of such material free and clear of any claim whatsoever on my part.

Parent/guardian name _____

Signature _____
month, date, year

Service Unit/Service Center _____

Street address _____

City, ST, ZIP _____

Phone number _____

E-mail address _____