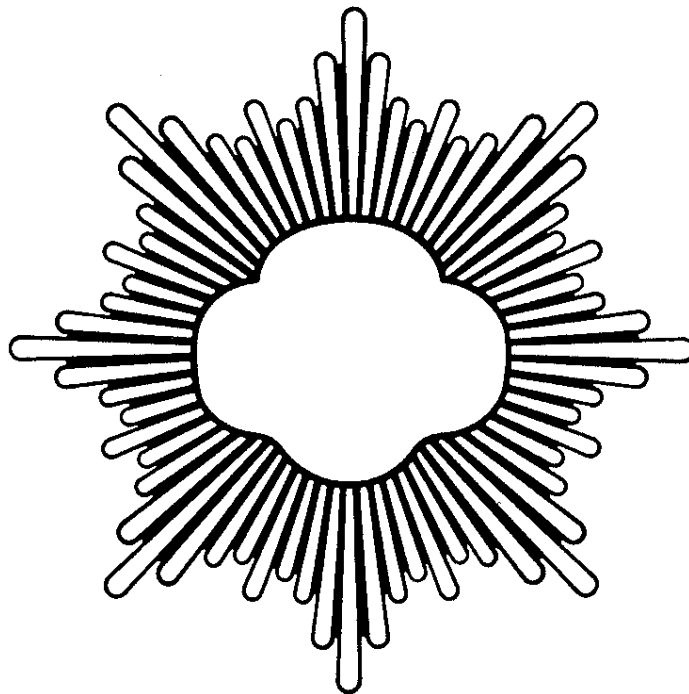


Girl Scout Gold Award

Application Packet

Valid for applications received during the
2008 - 2011 Girl Scout Membership Year



Girl Scouts Heart of Central California



Girl Scout Gold Award – Project Application Packet

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

This packet must be completed and signed by you, the Girl Scout, and your Girl Scout Gold Award advisor. You can request this packet electronically as a MS Word document by emailing the Program Specialist in charge of the Girl Scout Gold Award process (goldaward@girlscoutshcc.org), or it can be accessed at www.girlscoutshcc.org as a writable pdf. Make a copy of your packet before submitting it to council.

The following are included in this packet and must be completed for your packet to be considered:

- Project Agreement*
- Applicant Information*
- Steps 1-5 of the Girl Scout Gold Award process*
- Project Timeline*
- Project Budget*

In addition to the above forms, please create and turn in the following:

- Applicant/Advisor Agreement*
- Resume*

Return this completed packet **at least eight weeks before your project start date** to:

Girl Scout Gold Award Advisory Committee
Girl Scouts Heart of Central California
6601 Elvas Ave.
Sacramento, CA 95819

You will receive a written or verbal response from the Program Specialist overseeing the Girl Scout Gold Award within four weeks of submitting the packet. **Do not begin your project until you have had formal contact with the Program Specialist in charge of the Girl Scout Gold Award process and your proposal has been approved.**

***** DEADLINES *****

November 15th – Deadline to submit application packet in order to receive your Girl Scout Gold Award at the awards ceremony the following May.

March 20th – Deadline to submit your final project report (after approval of application) to receive your Girl Scout Gold Award at the awards ceremony the following May.

September 30th after high school graduation – This the last day of ‘girl’ membership for a Girl Scout member, and thus the last chance to submit a final project report (after approval of application) to be recognized as earning the Girl Scout Gold Award by GSUSA and Girl Scouts Heart of Central California.

Questions??

Please call or email the Program Specialist overseeing Girl Scout Gold at 916-452-9181 or 800-322-4475 or goldaward@girlscoutshcc.org.



Girl Scout Gold Award – Project Agreement

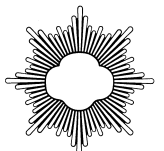
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Please mark each box and sign bottom of page acknowledging your understanding.

- My project addresses a valid need that is outside of the Girl Scout community. I have researched my community issue to be sure this is true.
- My project idea is unique and creative. It was created by *me* and is something that hasn't been done before.
- My project addresses my community issue in 3 – 5 different ways. Each component of my project is independent of the others and can stand alone.
- My project involves responsibility and leadership. I am in charge of every aspect of my project and I am responsible for it's success.
- At least one component of my project is on-going. That is, it will continue to educate the public about my issue once my project is over.
- My project will take a *minimum* of 65 hours to complete. This *does not include* time taken to prepare the proposal packet, time spent completing steps 1-3 or time spent on discarded project ideas.
- My timeline is realistic, very detailed, and in the appropriate format. It includes a *minimum* of a two-month span of time for project implementation and a *minimum* of 8 weeks for the application approval process prior to my project start date.
- My project budget is zero based and shows descriptions and costs of all items, *including donations*.
- I have consulted *Money Matters* and *Safety-Wise* regarding my project.
- I have attached a resume.
- I have completed *Prepare 2B Ready* training or *Risk Management/Event Planning* training and will secure Girl Scout Supplemental Insurance and an adult First Aider (over 18 years of age), if required.
- I verified with the council office that I have the most current application packet.
- I understand the following deadlines:
 - November 15th** – Deadline to submit application packet to receive your Girl Scout Gold Award at the awards ceremony the following May.
 - March 20th** – Deadline to submit your final project report (after approval of application) to receive your Girl Scout Gold Award at the awards ceremony the following May.
 - September 30th after high school graduation** - This the last day of 'girl' membership for a Girl Scout member, and thus the last chance to submit a final project report (after approval of application) to be recognized as earning the Girl Scout Gold Award by GSUSA and Girl Scouts Heart of Central California.
- I've attended *Achieving Excellence: Earning the Girl Scout Gold Award* and/or have called and reviewed my initial project ideas with the Program Specialist working with the Girl Scout Gold Award. *This step is optional yet highly recommended.*
- I understand that this application process is necessary for earning the highest award given to a Girl Scout in the USA and that it has been established to uphold the quality and integrity of these standards.
- I understand that in order to earn the Girl Scout Gold Award I must complete and turn in a Girl Scout Gold Award final report, including a final budget and timeline.

Girl's Signature

Date





Girl Scout Gold Award – Applicant Information

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

Please fill out using a word-processing program, or print in blue or black ink.

A. BASIC INFORMATION

Name _____ Phone _____

Address _____

City _____ Zip _____

Email _____

Troop # _____ **OR** Individually Registered Girl Member check here

School _____

Current grade _____ Expected grade upon completion of award _____

Girl Scout Gold Project Advisor _____

Email _____

Phone (day) _____ Phone (eve) _____

Address _____

City _____ Zip _____

Yes No I understand I may not start on my Girl Scout Gold Award project until I have received a formal letter of approval of my project proposal.

I expect to complete my project by: ___/___/___ (Applications will be voided if not completed within two years from the signature date)

We have thoroughly reviewed and proofed this project application and attached a resume, advisor agreement, timeline and budget. We agree that this project is sufficiently complex as to appropriately challenge the Girl Scout to use her strengths, talents and skills. We understand that this project should take a **minimum** of 65 hours for the Girl Scout to plan, implement and evaluate. We also understand the deadlines discussed on the first page of the packet.

Girl Scout Signature _____ Date _____

Girl Scout Gold Project Advisor Signature _____ Date _____

Girl Scout Troop Leader Signature _____ Date _____



Girl Scout Gold Award – Planning and Training

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

Please check all boxes that apply and input dates when appropriate.

	<u>Date Completed</u> (Mo./Day/Year)	<u>Or</u>	<u>Scheduled</u> (Mo./Day/Year)
<input type="checkbox"/> Attended Achieving Excellence: Earning Girl Scout Gold Award or Award Take Action Girl Training (optional, yet highly recommended)	_____		_____
<input type="checkbox"/> Program Specialist working with the Girl Scout Gold Award was called to review my general project idea (optional, yet highly recommended)	_____		_____
<input type="checkbox"/> My project application has been reviewed by someone not involved with my project (optional)	_____		_____
<input type="checkbox"/> Attended Prepare 2B Ready training OR Risk Management and Event Planning trainings (required IF you are planning an event)	_____		_____
<input type="checkbox"/> Secured or will secure an adult (over 18) Level I First Aider (required IF you are planning an event)	_____		_____
<input type="checkbox"/> Secured or will secure an adult Level II First Aider (check <i>Safety-</i> <i>Wise</i> to see if this applies to your project)	_____		_____
<input type="checkbox"/> Secured or will secure Girl Scout Supplemental Insurance (required IF you are planning an event)	_____		_____



Girl Scout Gold Award – Step 2: Leadership Award

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

First Interest Project Name: _____

How did you put the Girl Scout Law into practice and how did it help you to be a better leader?

Date Completed _____ **Advisor Initial** _____

Second Interest Project Name: _____

How did you put the Girl Scout Law into practice and how did it help you to be a better leader?

Date Completed _____ **Advisor Initial** _____

Third Interest Project Name: _____

How did you put the Girl Scout Law into practice and how did it help you to be a better leader?

Date Completed _____ **Advisor Initial** _____

Focus Book Title: _____

What were your goals?

Date Completed _____ **Advisor Initial** _____

<u>Leadership Role Description</u>	<u>Sum of Hours</u>	<u>Date Completed (Mo./Day/Year)</u>	<u>Advisor Initial</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If additional activities were completed for the award, attach a log with the above details and initials included)



Girl Scout Gold Award - Step 3: Career Award and Step 4: 4 B's Challenge

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

Career Activity Description	Sum of Hours	Date Completed (Mo./Day/Year)	Advisor Initial
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If additional activities were completed for the award, attach a log with the above details and initials included)

4B'S CHALLENGE:

	Date Completed (Mo./Day/Year)	Advisor Initial
Become	_____	_____
Belong	_____	_____
Believe	_____	_____
Build	_____	_____

Describe an issue you have found in your community: _____



Girl Scout Gold Award – Project Description

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

Using a word processing program or typewriter, answer all of the following questions related to your project. Feel free to include any additional information that may not be asked for. **HANDWRITTEN DESCRIPTIONS WILL NOT BE ACCEPTED.**

- WHY**
- A. Describe what community issue you are addressing.
 - B. Why it is important?
 - C. How did you determine that this issue is valid in your community?
- WHAT**
- A. How are you addressing this issue (what are the 3-5 components of your project)?
 - B. How are you showing leadership in each component?
 - C. How is it original, creative and unique?
 - D. What is your on-going component (how will your project live on)?
- WHO**
- A. How many people will be involved in your project?
 - B. How many volunteers will be needed and how will they be recruited?
 - C. Who will be impacted by your project and how will they be affected?
 - D. In addition to your Gold Award Advisor, who are the adults involved in your project?
Please include names and how they will be working with you.
- WHEN**
- A. Attach your project timeline using the attached format. Think of your timeline as a VERY detailed 'To Do' list with 30 to 100 tasks.
- HOW**
- A. Describe your skills, talents and experiences that will contribute to your success.
 - B. What steps will you take to advertise your project to the community?
 - C. What advertising tools will be utilized during your project?
- WHERE**
- A. What facilities if any will be utilized during your project? (E.g. school, park, zoo)
- \$\$\$\$**
- A. If you are planning to get donations for your project:
 - Include ALL donations on your attached budget.
 - What will be your plan if these donations do not materialize?
 - A. Attach your project budget using the attached format.
- REFLECT**
- A. How will you evaluate your project?

STEP 6: DO IT – Once you receive council approval, you are free to implement your project.

STEP 7: REFLECT – Celebrate and evaluate your Girl Scout Gold Award experience.

- A. Secure and submit Girl Scouts Heart of Central California's Girl Scout Gold Award report form. Be sure to include pictures, flyers, advertisements, letters and/or newspaper clippings, a finalized timeline and a finalized budget.



Girl Scout Gold Award – Project Budget

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

Please list all income and expenses, including items that will be donated, in the budget format below. If you are planning to get an item donated, write donation next to the projected cost and list the corresponding cost as income. Be sure to write 'material donation' next to the cost in the income section. Be sure to account for EVERYTHING that will, or could, cost money... even if it is being donated! Attach a separate sheet if needed.

<u>Projected Income (money you are receiving)</u>	<u>Amount (\$)</u>	<u>Additional Details/Donation</u>
Allocated Troop Funds	\$ _____	
Service Unit Money Available	_____	
Registration Fees (event only)	_____	
Other (please list):	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	

TOTAL INCOME \$ _____

<u>Projected Expenses (money you are spending)</u>	<u>Amount (\$)</u>	<u>Additional Details/Donation</u>
Transportation (gas, parking, etc.)	\$ _____	
Copying/Laminating	_____	
Postage/Stamps	_____	
Office Supplies (paper, pens, etc.)	_____	
Site (rental/fees-event)	_____	
Equipment Rental/Purchase	_____	
First Aid Supplies	_____	
Badges/Patches/T-shirts	_____	
Food and Beverages	_____	
Housekeeping/cleanup supplies (events)	_____	
Honoraria (lifeguards, performers, etc.-event)	_____	
Girl Scout Insurance (event)	_____	
Thank you's	_____	
Other (please list):	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	

TOTAL EXPENSES \$ _____

TOTAL Projected Income \$ _____
 TOTAL Projected Expenses \$ _____

The above two numbers should be equal.

NOTE: Donations of goods are obtained for the beneficiaries of your award project, not for use by Girl Scouts. As such, GSHCC's Tax ID number cannot be used for reporting purposes to the donor. You may be able to obtain a Tax ID number and donation letter from the organization that is the beneficiary of your award project if your donors request recognition for tax purposes.

