

girl scouts   
of historic georgia



# The Gold Award

## QUICK START **Guide**



 Girl Scout Gold Award®  
**gogold**

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## Introduction

We are so excited that you are working on your **Gold Award**! The **Gold Award Guide** is a **reference** for you as you continue to work towards your goal. You should also be using the GSUSA Girl Guidelines from the GSHG or GSUSA website or the guide in the Senior or Ambassador Girl's Guide to Girl Scouting. There are various workshops, information sessions, and online tools to help you understand the **Gold Award** and help you develop your project. For up-to-

date information, check our website: [www.gshg.org](http://www.gshg.org)

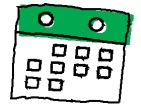
## Standards of Excellence

The **Gold Award** is the Highest Award a **Girl Scout** can earn. A national award with national standards, it represents the time, leadership, creativity, and effort girls contribute to making their communities better. This means that you are responsible for writing, developing, and implementing your Gold Award Project Proposal, turning in your paperwork, scheduling your interview and final presentation, and contacting your Gold Award Mentor with your questions.

Remember, we're here to support **YOU!** If you have any questions about the process, please reach out to your local program manager, or your assigned Gold Award Mentor.

### *Important Dates*

*You can work on your Gold Award during your Girl Scout Senior and Ambassador years. The process is year-round. Once you have completed the prerequisites you can get started and submit your proposal when it is convenient for you.*



## **FOR CURRENT 12TH GRADERS**

Your Gold Award project must be completed before you become a Girl Scout Adult. Following the deadlines below will ensure you earn the prestigious Gold Award.

**Submit your Gold Award proposal no later than May 1st of your 12th grade year.**

This allows you enough time to get feedback, conduct an interview, complete your project, and submit your final report before bridging to a Girl Scout Adult.

**Submit final report and conduct your final presentation by September 30th, following your high school graduation.**

If you are starting a post secondary education or program, plan to complete it at least two weeks prior to starting your post secondary program.

# Gold Award Quick Start Guide

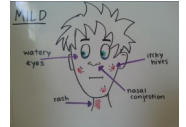
## For Girl Scout Seniors & Ambassadors

### Before You Begin: Complete the Prerequisites

If you earned your Silver Award, you'll need to complete 1 Senior or Ambassador Journey. No Silver Award? You'll need to complete 2 Senior or Ambassador Journeys. Discover, Connect, and Take Action with the skills you learned completing your Journey. The Journey will help you build the courage, confidence, and character you need to make a lasting impact in your community. It also helps you learn how to take the lead and work collaboratively as a member of your team.

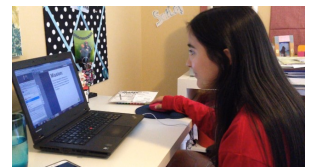
### Step ONE: Choose an Issue

What do you wish you could change in the world? What is your passion? What does your community need? Find an idea and learn how the Gold process can help you make an impact! Think about how you will measure the impact your project makes.



### Step TWO: Investigate

Take the GSHG Gold Award Training to find out more on how to go for the Gold! Use your resources wisely: talk to others interested in your issue, research online, and read all you can about your topic.



### Step THREE: Get Help

Identify an organization to work with for your project. Your contact there will become your project advisor. Think about who can help you: family, friends, other Girl Scouts! Submit your notice of intent to let us know you're ready to get started!



### Step FOUR: Create a Plan

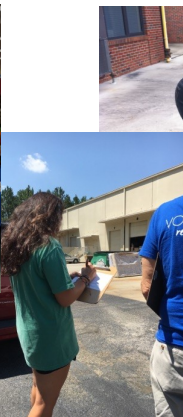
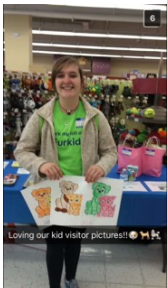
This is the TOUGH part! Connect with your Gold Award Mentor to create a solid plan to take-action! Think about timeline, budget, resources, etc.

### Step FIVE: Present your Plan

Sign-up to present your plan to your local Gold Award Committee and STRUT-YOUR-STUFF. Tell us all about your amazing project and get approval to get started!

### Step SIX: Take Action!

Follow your plan and put your project into motion! Don't forget to keep records of your time, income, and expenses because you'll need those in the end. AND...TAKE PICTURES!



### Step SEVEN: Educate & Inspire

Voila! You've done it! Just make sure to complete your final report so that you can get recognized at council AND qualify for lots of great service awards/scholarships!



# Choose an Issue & Investigate



A Gold Award Take Action Project...

...is sustainable..

...has a measured impact.

...takes a suggested least 80 hours.

...has national and/or global links.

...addresses an issue you care about!

## Red Flags!!

Here are a few projects that just don't make the cut. Remember the Gold Award is the HIGHEST honor in Girl-scouting.

### Canned Projects...

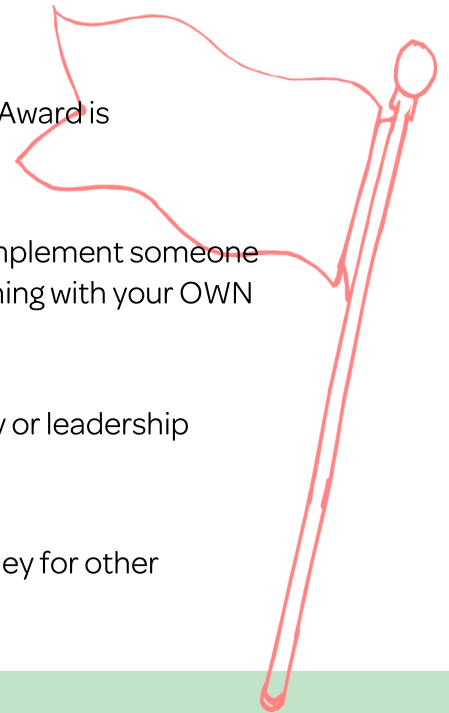
...because a canned project is pre-designed and demands only that you implement someone else's project. A Gold Award project requires you to act as a leader, designing with your OWN ideas.

### Collection Drives...

...because collecting items for an organization does not elicit the creativity or leadership required by the Gold Award.

### Fundraising Projects...

...because Girl Scouts, whether girls or adults, are not allowed to raise money for other organizations.



## Safety First!

During your Gold Award Take Action Project, keeping yourself, your team, and your participants safe is KEY! Make sure to ask yourself these questions:

Are the activities I'll be doing during my project, or activities like them, listed in the online Activity Checkpoints? If so, what do I need to ensure the safety of my project participants?

Do ALL Girl Scout meetings and activities need a first-aider?

**No, but a first aider is required for:**

- ◆ Physically demanding activities.
- ◆ Activities involving potential injury such as but not limited to hiking, camping, backpacking, bicycling, caving, climbing, horseback riding, skating, skiing, swimming, and boating.
- ◆ An activity of 24 hours or more.

Have I thought about having any snacks or meals? What food allergies do my participants have? This is a great question to ask on permission slips. Once I read my permission slips, what allergens might I need to avoid?

# From Good to GOLD

Are you wondering what type of projects make a Girl Scout Take Action Project Gold? Here are several activities that start as good service projects and with good planning became a Girl Scout Gold Award Take Action Project.

Recruiting and collecting items for a local animal shelter.

to

Assessing your community's needs and approaching a shelter to ask if you can partner with them to help fill those needs. Creating sustainable programming for that organization and training new volunteers to run the program.



Leading a children's story hour or conducting a book drive.

to

Creating a reading program for a migrant workers children in the summer.

Assuring that each child receives a book (bilingual) of their own. Matching young children with volunteer tutors from the high school Spanish club.

Planting flowers in a park during a community service day.

to

Reseeding an area with native vegetation and ridding area of non-native vegetation. Creating an interpretive guide on what the area was like 50 years ago and why it is important to preserve native species.

Working with you troop to host Girl Scout Thinking Day.

to



Using your troop mates, as well as others in your community, as volunteers for a program promoting tolerance. Videotaping participants' insights and posting footage to a blog dedicated to building peace through relationships.



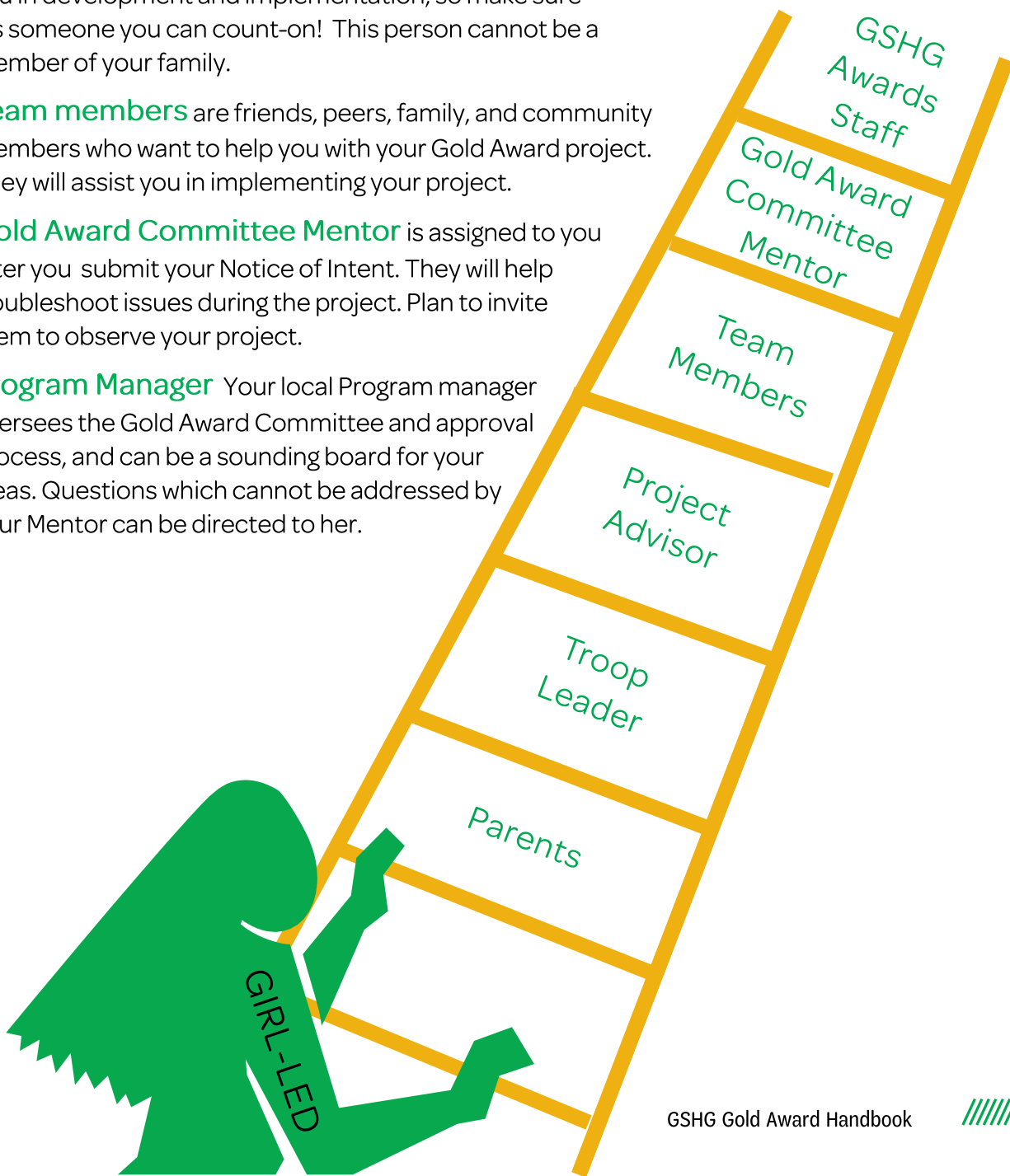
Volunteering to collect games and food at the mall for a teen center.

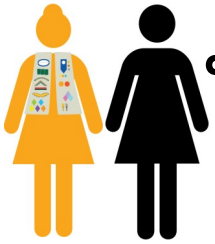
to

Creating a health access booklet for teens in the community. Arranging a teen health fair with various organizations presenting their services. Admission is canned goods for the teen center.

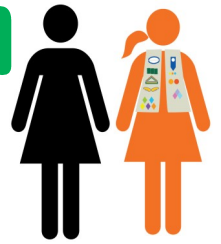
# Get HELP!

- **Parents and Guardians** want to see you succeed. They are valuable members of your team who can provide support to help you succeed.
- **Troop Leader/Volunteer** is the adult leader of your Girl Scout troop. Independently registered Girl Scouts can contact us and we will connect you with an adult in your area.
- **Project Advisor** is a community member who is an “expert” in the topic you have chosen. They will help you in development and implementation, so make sure it’s someone you can count-on! This person cannot be a member of your family.
- **Team members** are friends, peers, family, and community members who want to help you with your Gold Award project. They will assist you in implementing your project.
- **Gold Award Committee Mentor** is assigned to you after you submit your Notice of Intent. They will help troubleshoot issues during the project. Plan to invite them to observe your project.
- **Program Manager** Your local Program manager oversees the Gold Award Committee and approval process, and can be a sounding board for your ideas. Questions which cannot be addressed by your Mentor can be directed to her.





# create a PLAN: Project Proposal



You've already GOT a GOLD idea, a POWERFUL TEAM, and have submitted your Notice of Intent (NOI)...so you're officially ready to put your proposal together.

Once we've reviewed your (NOI), we will pair you up with a member of our Gold Award Committee who will become your proposal Mentor. Your Mentor will guide you through the proposal and will help you to develop a solid plan for your project. You will reach out to them and they will provide guidance and to remind you of the goals for your project.

Consider these things when writing your proposal...



When writing your proposal, remember to set SMART Goals:

**S**

### Specific

What are you going to accomplish; who, what, where, and how??

**M**

### Measurable

How can you measure success? How much, how many, how often, use NUMBERS!

**A**

### Achievable

Ask yourself if you will be able to achieve what you have written.

**R**

### Realistic

Will you have enough time? Will you be able to earn/raise enough money?

**T**

### Time-Bound

WHEN, WHEN, WHEN? Put a timeline in place and STICK to IT!

## Writing Tips

- Include as many details as possible: who, what, when, where, why, and how
- If you are making a physical item: describe the item you are making, how many will be made, who will receive them, who will help you make them, how many sessions and amount of time for each session, etc.
- If you are doing a program: how many people do you plan to serve, what will you do at the program, where will you hold the program, when will you hold the program, how long will each session last, etc.
- YOLO-'you only live once', so be sure to use real words not texting or other shorthand throughout your Gold Award Project, BYKT-'but you knew that'!
- Give your Project Proposal to someone who knows nothing about your project and ask if they have any questions about the project before you submit it to council. Incorporate the answers to those questions into your Project Proposal.



# create a plan: Money, Money, Money!

## Working With a Budget

List the supplies you will need to reach your goal and that you could spend money on as you work on the project.

Think about:

- How much of each item will you need?
- How much money will it cost
- How will you pay for it? (Note if you own it or will borrow it)

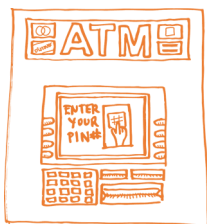
## Example Budget



SUPPLIES	QUANTITY	ESTIMATE COST
2"x4"x8' of wood	12	\$47.64
Screws	Box of 200	\$8.00
Total		\$55.64

## The Dirt on the Green

- Ask for **donations** of **time** and **materials** from friends and family.
- Hold a small **collection** asking for materials and supplies.
- Get in-kind donations of materials and **supplies** from businesses.
- **Ask** the site or organization which will benefit from the project if they have money or supplies to support the project.
- Charge an **admission fee** to cover the cost of the project without making a profit.
- Hold a **council approved** Money-Earning Activity to fund your project. The troop must agree that profits can go toward your project. Specific details can be found in Volunteer Essentials.
- A girl **must** get all individual money-earning projects approved by her Mentor.
- A girl **cannot** seek or solicit donations from the public. She is encouraged to describe her project and have an adult 18 years or older ask for the donation on behalf of the girl and her project.



## HOW TO REQUEST SUPPLY DONATIONS FROM A BUSINESS

Locate the template for the donation letter on:  
<http://gold.girlscoutsatl.org/>

Fill in the letter. Write a separate letter for each business.

Print two copies of each letter: one to give to the business and one to use in your final project.

Sign and deliver the letter to the business. Keep the other copy for yourself.

Thank the business!  
Let them know how your project made an impact!

# create a plan: Polish Your Timeline



*Don't Forget*

*The suggested minimum time for earning your Gold Award is 80 hours.*

Planning is the key to a successful Girl Scout Gold Award Project. Make a plan and develop a project **timeline** from start to finish. When you submit your project for approval: the tasks, estimated dates, and time should be through the completion of your project. Once the project is approved, you will update the tasks, dates, and individual names of the person/people who completed the task with you, as you work on your project.

## Example Timeline

TASK	WHO?	DATE	TIME
Phone conversation with the park director	Me	10/03/13	30 min.
Design the brochure for the workshop	Me and J. Low	10/16/13	90 min.
Learn how to use the tools, read the directions and build a table so we can teach others	Mrs. Honest, Me and team	10/19/13	3 hours
Lead workshop 1 of 7	Me and Sam Peacemaker	11/2/13	2 hours
.....	.....	.....	.....
Does your project plan include all the steps from start to finish? Will you reach or go beyond the suggested minimum of 80 Gold Award Project Hours?			Total Hours: 80

## Working With a Timeline

Plan your project from start to finish.

- *What is the task? List each task in the order that it needs to be done. This is your to-do list!*
- *Who will do it? List specific names. Don't forget to include your name!*
- *When will it be done? Estimate a date.*
- *How much time will it take? Estimate the time (Examples: 15min, 1/2 hr, etc.)*

## WHAT COUNTS TOWARDS MY 80 HOURS?

### Tasks that count:

- Developing your project.
- Implementing your project.
- Communicating with others.
- Research and planning.
- Recruiting, training, and supervising your team.
- You can count up to 15 hours on research and development on the project prior to submission.

- Buying and gathering supplies.
- Researching, developing, and planning approved Money-Earning Activities (to fund your project).
- Filling out the Gold Award paperwork (maximum of 5 hours).
- Implementation of the approved Money-Earning Activities (to fund your project).
- Volunteering for the agency that benefits from the project.
- Attending a Take Action Workshop or Highest Awards Info Session.

### Tasks that do not count:

- Completing the prerequisites: 2 Journeys or Silver Award and 1 Journey.
- Time given by the people helping you.

# Present Your Plan

This is your opportunity to shine! Submit your project proposal in GoGold Online and you will be contacted by a member of the GSHG gold award committee to schedule a date and time to present your proposal to the committee.



## GoGold Online:

Submit your proposal for approval on GoGold Online. You will then be contacted to schedule a meeting. You can use the [GoGold Online Tips & Tricks](#) to guide you through the steps.

## ★ Take Action ★

- ◆ You already have a plan—now, put it in motion. Work with your project advisor or supporting organization to get started. Carry out your ideas and watch your idea come into being.
- ◆ Remember to keep records of your time, your work, and your budget to include in your final report.
- ◆ Take pictures/videos/other records of your project & SHARE on SOCIAL MEDIA!

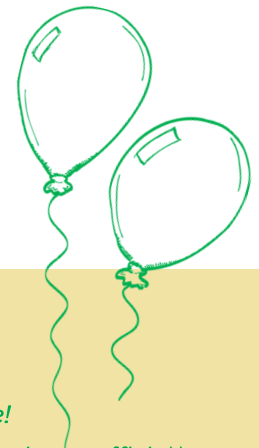


## Educate & Inspire!

Add your **accomplishment** to your resume, secondary education applications, your business card, etc. Join the **Gold Award Alliance**. Look and ask for scholarships through GSHG and potential colleges. As a Gold Award Girl Scout you can join the Gold Award Committee and help teach girls about the Gold Award.

### YOUNG WOMEN OF DISTINCTION

Young Women of Distinction is the designation given by GSUSA to the top ten Gold Award Girl Scouts each year. The GSHG Gold Award Committee reviews all of the Gold Award Take Action projects submitted and selects projects to forward to GSUSA. Young Women of Distinction are recognized at a special ceremony each year.



*Celebrate!*  
You will receive an official letter of completion for earning the Gold Award. You and your family will also be invited to the GSHG High Awards Ceremony. The ceremony is held each year on the first Sunday in May and recognizes girls who earned a Highest Award and submitted their final report by March 15th of the current year. Girls who Complete their final presentation after March 15th will be recognized at the next year's celebration.



If at any time you have questions about the Gold Award please contact your local Program Manager