



Gold Award 101

**Everything you ever
wanted to know about the
Gold Award!**



Date Training Completed: _____

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CONGRATULATIONS!!

Dear Gold Award Candidate,

Welcome to Gold Award 101, your training manual for your journey to Gold. This is an exciting time for you, and us, as you continue on your journey to the Gold Award. As you may already know, the Gold Award is the highest award that you can earn as a girl in Girl Scouting before becoming an adult. This is a feat achieved by only 5% of Girl Scouts. We hope to add your name to that list!

By attending tonight's training, you are already taking one of the first steps towards earning your Gold. At this training, you will learn how to identify issues that are meaningful to you. As you work through the process, you will find that one issue where you would like to make a difference, leading you in the direction of your Gold Award project. Tonight, you will also learn the tools necessary to help you have a successful project.

Once you have completed your prerequisites and submitted your proposal, we are here to help you to succeed in obtaining your Gold Award. You will be assigned a mentor who will work with you to make sure that you reach your full potential with your project. She/he will also be there to help you work out problems that may arise, answer questions on fundraising, and most importantly, be there to encourage you along the way.

As you follow your path to Gold, know that this will be a learning experience all around. There will be times that you face obstacles which require you to problem solve. You may be required to learn new skills to fulfill and achieve your goals. Enjoy learning and discovering new things, as well as discovering more of who you are becoming as a person. Feel the pride of working with others in your community as you all work together to achieve for the better good of all.

We are excited to take this journey with you as you make your way to the Gold Award, and are here to assist you. Remember to also seek advice from your parents, leader(s), council, and other Gold Award recipients. We all want to help and see you succeed. We look forward to seeing your proposal in the near future. Best of luck to you on your journey!

Yours in Girl Scouting,
The Gold Award Advisory Committee
Girl Scouts of Central California South

Benefits of Earning the Girl Scout Gold Award

- Girls who have completed their Girl Scout Gold and Silver Awards may apply their service hours to the President's Volunteer Service Award at <http://www.presidentialserviceawards.gov>.
- A Gold Award Recipient exemplifies the Girl Scout Promise and Law.
- The Girl Scout Gold Award is the only award earned while in high school that you will be able to include on job applications or resumes following college graduation and for the rest of your life.
- Colleges and universities recognize the achievements represented by the Girl Scout Gold Award, opening doors for scholarships and admission. Girl Scouts of the USA provides limited scholarship and award information that is available online at: <http://www.girlscouts.org/en/our-program/scholarships.html>
- Girl Scouts of Central California South award several scholarships each year to Gold Award recipients. Applications are available online at www.girlscoutscs.org.
- Girls who have earned the Girl Scout Gold award are eligible to enter the four branches of the United States Armed Services at an advanced level and salary, having been recognized for their level of leadership shown in earning the Girl Scout Gold Award.
- The achievements of Girl Scout Gold Award recipients are acknowledged by many local, state and federal government and non-profit organizations.

Fundamentals of the Girl Scout Gold Award

Since 1916, Girl Scout's highest award has stood for excellence and leadership for girls everywhere. Soon, you will be joining the ranks of generations of young women who have made a difference in their communities and beyond.

As a Girl Scout, you are part of the sisterhood of the World Association of Girl Guides and Girl Scouts, a global movement comprised of more than ten million girls worldwide who are using their talents to positively impact their communities. With your talent and passion, you, too, can make changes in your community that can reach people around the world.

The Girl Scout Gold Award is the highest and most prestigious award that Girl Scout Seniors and Ambassadors can earn. Fulfilling the requirements for the Girl Scout Gold Award starts with completing two Girl Scout Senior or Ambassador journeys or having earned the Silver Award and completing one Senior or Ambassador journey. Each journey you complete gives you the skills you need to plan and implement your Take Action project.

After you have fulfilled the journey(s) requirement, 80 hours is the suggested minimum hours for the steps: identifying an issue, investigating it thoroughly, getting help and building a team, creating a plan, presenting your plan, gathering feedback, taking action, and educating and inspiring others. The suggested minimum hours are not a rule; they are a guide for you to plan your time in achieving your goal.

DEFINITIONS

COMMUNITY SERVICE PROJECT – a project done FOR the community, a project with direct and immediate (but not long lasting) change, a project that changes something right now.

TAKE ACTION PROJECT – a project done WITH the community, a project with *longer-lasting action* that gets at the *root cause* of issues.

Three major types of TAKE ACTION PROJECTS:

- An event
- A service
- Something Tangible

Collections and drives are great community service projects but will not be accepted as Gold or Silver Award Take Action projects.

TANGIBLE – something that you can touch and will last a long time (like a side walk)

SUSTAINABLE – something that can be prolonged, that can keep on going without a person's continual involvement

Monetary – money (cash or checks) received for project

In-Kind – items other than money received for project

Pre-Requisites – required items that must be completed prior to starting the project

Trifecta Award – An award given to girls who have earned their Bronze Award, Silver Award and Gold Award.

Take Action

Make the World a Better Place

Take Action projects progress in complexity with a girl's grade level. This is what Take Action can look like for Junior through Ambassador Girl Scouts.

Root Cause +	To take the first step toward truly solving any problem, we need to identify the underlying reason the problem exists.
Sustainability +	Girls must make arrangements – such as collaborating with community leaders and/or organizations or building alliances with mentors - to ensure that the project creates lasting change and is not a one-time event.
Measurability =	The success of the project can be determined based on the number of people the project helped, the number of people who were involved, any reduction in the community's need, and other concrete numbers.
A Take Action Project	



And consider adding a Global Thinking component to your Take Action project.....

- Could the impact of your project benefit individuals, or a community, somewhere else in the world?
- Could input from people in other parts of the world facing similar issues be helpful to you when you're putting your project plan together?
- Share what you've learned beyond your current social and support network! You could make a considerable impact just by spreading the word.

Because Take Action projects provide girls with the foundation they need to complete any of the three Highest Awards, adding a Global Thinking component to the mix, regardless of the type of project underway, sets them up for success.

Girl Scout Gold Award Tool Kit

Stay organized and keep track of your ideas, contact information, appointments, and plans with the Girl Scout Gold Award Toolkit. This toolkit includes a standards of excellence tracking sheet, tips, planning guides, and advice to help with each step of your Take Action project. Use these tools as you need them—and don't forget that your journey(s) include tools and ideas, too!

- 1. Choose an issue:** Use your values and skills to choose a community issue that you care about. Check out the Decision-Making Tips in your toolkit. If you have more than one issue that you are passionate about, interview others to help you decide. Practice making your pitch and see how it feels. You can also make a 15-second video, write a bumper-sticker slogan, or come up with another fun way to sum up why this issue is important to you.

Tools:

- **Decision-Making Tip**
- **Interview Tips**
- **Making-Your-Pitch Tips**

- 2. Investigate:** Use your sleuthing skills to learn everything you can about the issue you've identified. Zoom in on your issue to identify a specific aspect of it that you would like to address, because focused effort has more impact than a big idea that's scattered.
 - **Log on:** Check news sites and the sites of organizations related to your issue. Explore how the media in other countries cover your issue. Note: Before doing your online research, take the Girl Scout Internet Safety Pledge at www.girlscouts.org
 - **Go to the library:** Find books that offer in-depth analysis about your issue, read your local newspaper, and look for magazine articles that offer different perspectives on your issue.
 - **Interview people:** Talk to your friends, neighbors, teachers, business owners, and others who can offer information or insights about the issue you've chosen.
 - Knowing the various causes of a problem enables you to figure out unique ways to solve it. Use the Mind-Mapping Tool in your toolkit to create a diagram that tracks a problem and its possible causes.

Tool:

- **Mind-Mapping Tool**

- 3. Get help:** Invite other people to join your team to support your efforts and help you take action. Consider reaching out to classmates, teachers, friends, and experts from organizations and businesses. Networking with people can make you a more effective leader. Also, the more people you have behind you, the more likely you will positively influence your community. You are the leader of your team—plan your project, motivate your team, learn from others.

Choose a project advisor, a person with expertise in the topic of your Gold Award project. An advisor can help you identify resources, provide insights, solve problems, and provide additional background information on your chosen issue.

Tools:

- **Teaming Tips**
- **Project Advisor Tips**

- 4. Create a plan:** Going for the Girl Scout Gold Award requires you to address the root cause of an issue and, thus, make a lasting impact in your community— take a look at the Sustainability Tips in your toolkit for ideas. Create a plan that outlines the best use of your time and talent, your resources, and your team’s talents, making the most with what you have—that’s your challenge!

Tools:

- **Project Planner**
- **Planning and Budgeting Tips**
- **Sustainability Tips**

- 5. Present your plan and get feedback:** Fill out the Project Planning Checklist in your toolkit to organize your thoughts and make sure you have everything you need before you hand in your Project Proposal Form to your Girl Scout council for approval. Include what you’ve learned, why your project idea matters, with whom you’re teaming, and your plan for making your project sustainable. Girl Scout Council approval is required before you can continue working on your project.

Tools:

- **Project Planning Checklist**
- **Project Proposal Form**

- 6. Take action:** Lead your team, carry out your plan. Use the tools you have developed in the previous steps and remember to check your journey(s) for tips. If you hit a speed bump along the way, learn from it and find ways to adjust your plan.
- 7. Educate and inspire:** Tell your story and share your results. You can inspire someone who has never before considered taking action to do something! Use the Reflection Tool in your toolkit to identify how this experience has affected you and how your views may have changed. Finally, complete your Girl Scout Gold Award Final Report, which is a comprehensive account of what you've done, with whom you've connected, the lasting impact you've made, and what this experience has meant to you.

Congratulations! Celebrate! Be sure to thank your project advisor, your team, and all the other people who helped you along the way.

Decision-Making Tips

You are about to make a big decision that will have a significant impact on your life and may even change it forever. Take some time to reflect and get inspired. Start with yourself.

- What inspires you? Is it something in your school, community, country, or the world?
- What motivates you into action? Is it people, events, activities, places?
- What skills, talents, and strengths do you have to offer?
- How do you want to make a difference? As an advocate for justice? A promoter of environmental awareness? As a trainer, mentor, or coach? As an artist, actor, or musician? As an organizer of petitions or campaigns? As an entrepreneur? Can you think of another role?
- What motivates, inspires, and interests others? Can you build a team to support your idea?
- What would benefit the community both immediately and long-term?
- Check back through your Girl Scout leadership journey(s). What interested you that you might be able to translate into an award project?

Inspirational Links

Need some inspiration? Search through these sites to see what others are doing to address issues in their community.

- Girl Scouts Map It! Tool: www.girlscouts.org/en/for-girls/girls-changing-the-world.html
- United We Serve: www.serve.gov
- Global Citizens Corps: www.globalcitizencorps.org
- Global Youth Action Network: www.youthlink.org
- Global Youth Service Day: <http://gysd.org/share>
- Learn and Serve America: www.learnandserve.gov
- Prudential: www.spirit.prudential.com
- Taking IT Global: www.tigweb.org
- United Nations Millennium Development Goals: www.un.org/millenniumgoals
- World Association of Girl Guides and Girl Scouts: www.wagggs.org
- Youth Venture: www.genv.net

Interview Tips

Find out what you need to prepare and conduct an interview.

- 1. Making arrangements:** Deciding who you would like to interview, contacting the person, and setting up a date and time.
- 2. Preparation:** Gathering research and background information to help you formulate questions to ask the interview subject(s). Use these sample interview questions to get you started, and then add some of your own. If you need help choosing an issue, you'll want to ask the following types of questions:
 - What are the biggest challenges/problems that you have faced or are facing?
 - What do you think is the root cause of these issues?
 - What will it take to address these issues?
 - Are there any resources available to do that?
 - What do you consider to be the strengths of the community?

If, on the other hand, you've already chosen an issue, move ahead to the interview.

Conducting the interview: Bring a notebook to take notes. Here are some tips:

- Find a quiet place where you'll have each others' full attention, and agree to turn off your cell phones.
- Start by thanking the interviewee for her/his time, and then briefly describe your project.
- Keep questions simple and related to the issue at hand. Do your research. Preparation is key!
- Ask the person you interview if she or he would like to hear more about your project as it develops.
- Send a thank-you note to everyone you interview within a week of the interview. Mention the possibility of a follow-up interview.

4. Reviewing information and setting up a possible follow up interview:

Your interview is over. Now what? You have to sift through to find the information that's relevant to what you are working on. If there are some gaps that you need to fill, contact your interview subject(s) to get more information and to find out whether or not you have your facts correct. Remember to check and recheck your facts!

Making Your Pitch

You've seen the advertisements and most times you even remember the slogans. What makes them memorable? It could be because they're clever or catchy or funny. Now that you've chosen your issue, think of a way that you can let people know about it. You should be able to describe the issue you've chosen in about 15 seconds. Here are some tips to help you do that.

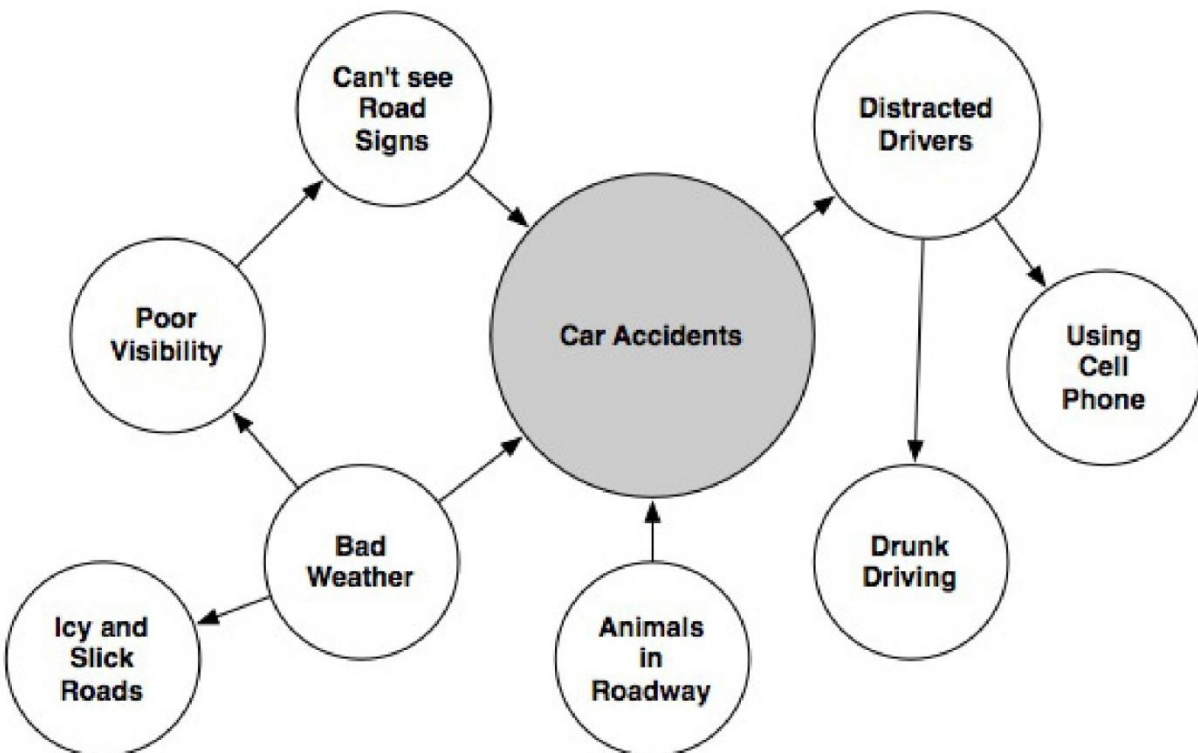
- **Make it memorable:** Develop a slogan. What makes you remember the slogan in those commercials on TV? How can you incorporate that into your pitch?
- **Target your audience:** Who are you trying to reach? If you are aiming for kids, think of a story or riddle that would relate this to them. Young kids love to rhyme. If you're reaching out to adults, no cute stories! Think about your audience and try to tailor your pitch so that it connects with them.
- **How you will help:** You've gotten their attention with your story. Now tell them what your project will do to make their lives better.
- **Personalize it:** Why this project? Why this target audience? How will doing this make you a better person?
- **Do it:** Put it all together. Explain your idea in a short and motivating way that clarifies for you, your potential team, target audience, and supporters. Remember, 15 seconds. Go!

Mind-Mapping Tool

Create your own mind-mapping diagram like the one shown here, using one of the issues facing your community. Follow these instructions.

- Write the community issue in the middle of the paper or anywhere that works for you.
- Think about what some of the causes of this issue could be. In this example, one of the main causes of car accidents is bad weather. Notice how many different causes connect from bad weather.
- Now, try connecting the different causes you come up with to each other and to the main issue. How do the causes connect to each other?
- Do you see a pattern?

This activity will help you come up with different ways to approach a problem, as well as different ways you might go about addressing it.



Take Action Project Idea Areas

Community Development

- Civic/Public Infrastructure
- Homeless Assistance
- Transportation
- Community Un-cleanliness
- Social Services
- Volunteer Capacity/Management
- Historic Preservation
- Animal Care Services
- Independent Living Assistance

Economic Development

- Financial Literacy
- Workforce Development
- Financial Assistance Awareness
- Economic Revitalization
- Technology Access
- Volunteer Service Awareness

Disaster Recovery and Relief

- Disaster Mitigation
- Disaster Recovery
- Disaster Preparedness
- Disaster Relief

Education

- Adult Literacy
- Computer Literacy
- Special Education Programs
- After School Programs
- English Language Learning
- Foreign Language Learning
- Classroom Education
- Child Literacy
- Job Preparedness
- Cultural Heritage
- School Preparedness

Veterans Assistance

- Housing Assistance
- Military Family Assistance
- Veteran Employment Services
- Outreach and Counseling
- Veteran Disabilities/Rehabilitation

Environment and Energy

- Clean Air and/or Water
- Environmental Protection
- Waste Reduction/Recycling
- Environmental Restoration
- Weatherization
- Energy Conservation
- Indoor Environment
- Environmental Awareness
- Endangered Flora/Fauna Advocacy

Health & Wellness/Nutrition

- Disabilities Service
- HIV/AIDS Prevention
- Nutrition Education
- Health & Wellness Education
- Substance Abuse Prevention/Rehabilitation
- Food Production
- Maternal/Child Health Services
- Aid to Seniors/Elders
- Health Service Delivery
- Mental Health Services
- Specific Disease/Health Awareness

Public Safety

- Accident Prevention
- Crisis Intervention
- Victim/Witness Services
- Community Policing
- Fire Prevention
- Public Safety Education
- Conflict Resolution/Mediation
- Legal Assistance
- Crime Awareness/Prevention
- Offender/Ex-Offender Services
- Children and Youth Safety
- Elderly Safety

Children and Youth Safety

- Juvenile Justice Services
- Bullying Prevention
- Delinquency Prevention
- Teen Pregnancy/Parenting Services
- Gang Prevention/Rehabilitation
- Youth Leadership Development
- Volunteer Service Awareness

Teaming Tips

Although the Girl Scout Gold Award project is a journey you will take individually (as in you are not working with another Girl Scout who is also earning their Gold Award) there is no need to work alone!

Think about the people who might be able to help you put your project into action. Choose people who will stick it out until the project is complete. You don't have to limit your team to people your age or just Girl Scouts.

Working in a group will help you make a bigger impact and cover more ground than you would on your own. It might be challenging at times, but remember to always be honest and fair, friendly and helpful, considerate and caring, and responsible for what you say and do. Here are a few tips to keep in mind as you build your team:

- Promote a sense of trust and belonging
- Share ownership
- Clarify roles and responsibilities
- Communicate regularly and openly
- Respect diversity
- Have fun and be creative
- Be open to new ideas and different ways of working
- Keep learning and growing

Project Advisor Tips

Here you'll find tips for selecting and working with your project advisor.

- **Reach out:** You've figured out the issue you're going to address with your project. Now it's time to find an expert to help along the way and give you advice and suggestions. Ask your troop/group volunteer or your council for suggestions. Then, select a few people who are related to your issue area with whom you'd like to work.
- **Safety first:** Before you meet with new people, talk to your troop/group volunteer for some safety tips and do's and don'ts. Make sure your family knows who you're talking to and meeting with.
- **Ask:** Start with your first choice, and if she or he can't help, go to your next choice. (Hint: There may be many others who are willing to help!) Approach the people you selected one at a time. Introduce yourself by sending a brief letter or e-mail, explaining what you're working on and the advice you would like. Give some background. Give an estimate, asking about time commitments and which way would be best to communicate.
- **Say thanks:** When an individual accepts, send her or him a thank-you note, along with a brief description of your project and a list of areas where you think you'll need the most help.
- **Think ahead when asking for help:** Before you compose an e-mail or call your project advisor, think about how you can simplify a problem you're having, so that she or he can offer quick suggestions.
- **Share your progress:** Make sure to tell your project advisor (in a quick e-mail or phone call) about your progress and how her or his help is making your project better, easier, and so on.
- **Celebrate together:** After your project is completed, invite her or him to your Gold Award ceremony and/or your own celebration. Don't forget to send a thank-you note!

Project Planner

A Girl Scout Gold Award Take Action project addresses the root cause of an issue, produces impact that is measurable and sustainable, and is a local project that links to a national and/or global issue. Here are a few tips to help you lay out your project plan:

Set project goals:

What is your project? _____

Why does it matter? _____

Who will it help? _____

The difference I intend to make in the world is _____

Steps to meet the goals: List step-by-step what it will take to reach your goal. Be as specific as possible so that you can put together a timeline and draw on your team to help you reach your goals.

Develop a timeline: This will help you determine how much time should be allotted to each part of your project.

Think about money-earning: Brainstorm ways to finance your project, if needed, speak with your Girl Scout troop/group volunteer to make sure that your ideas are in line with the Girl Scout policies. Check with your council. Remember, you can make an impact without spending money by influencing policy and so on.

Establish a global link: Consider how to connect your project to an issue that affects people in other parts of the country or the world.

Use the following questions to help you determine what you need and what you need to do for your Girl Scout Gold Award Take Action Project:

- What is the goal that you would you like to achieve with your project?
- How do you plan to achieve this project goal?
- What are the foreseeable obstacles?
- Aside from your team, troop/group volunteer, and project advisor, do you need any one else to help with your project?
- What supplies will you need?
- If necessary, how will you earn money or fundraise?
- How will you measure your success as you go?
- How will your project create lasting change?



Planning and Budgeting Tips

It's budget time! Start by figuring out what you need and where you can get it for little or no cost, if possible. If it's not possible, think about how much it is going to cost and how you can cover those expenses. Many projects are possible when you concentrate on the issue at hand. Use your influence and leadership skills to come up with ways that you can make a difference that might not include earning money.

List the steps to achieve your goal	What resources and materials will you need?	Where can you get the resources and materials?	How much will they cost?	How do you plan to cover these costs?

Does your plan sound doable? If not, take a step back and refocus. Try to find a different angle to pursue. Work with your troop/group volunteer, project advisor, and Take Action team to find solutions to problems and obstacles that come up along the way.

Sustainability Tips

Girl Scout Gold Award projects are not “one shot”—they create lasting change. You can ensure a lasting project by setting clear timelines, collaborating with community organizations, building alliances with adults and mentors, and keeping good records. Sustainability often involves influencing others to pitch in. Here are some examples of sustainable projects.

Example #1

Community issue: Food waste from school lunches poses a danger to the environment.

Root cause: No community composting or recycling program.

Take action: Create a food-waste composting program for the school.

Making the solution sustainable:

- Work with school officials to find biodegradable plates and cups to use in the cafeteria.
- Work with town/state food waste officials to ensure the system is in place.
- Implement a plan in your school to separate their cafeteria waste into composting, recycling, and trash bins. (Farmers can use the compost to fertilize crops, improve the quality of the soil, decrease soil runoff, and so on.)
- Get a commitment from school administrators to carry on when your project is complete.

Making your project bigger (national and/or global link): Recruit students at schools in the area to develop the program for their schools and/or contact local and state officials about adopting the program. **Global link:** Find out how people in other parts of the world deal with food waste in schools. What kinds of programs do they have in place? How can you learn from this?

Example #2

Community issue: Teen suicide.

Root cause: Lack of awareness and prevention.

Take action: Establish an awareness and prevention program.

Making the solution sustainable:

- Produce a short video that can be used in other communities with an online brochure outlining the steps to an awareness and prevention program.
- Share the video and online brochure with schools and community organizations.

Making your project bigger (national and/or global link): Share the program with local youth groups, health/human services agencies, community centers, church/synagogue/mosque community centers, or school district.

Project Planning Checklist

The answers to all of the questions below must be yes before you submit your plan for council approval.

- Will your project demonstrate your leadership skills?
- Have you set your project goal and identified what you would like to learn?
- Have you chosen your Take Action team? Have you discussed the project with them?
- Have you created a budget for the project?
- Have you created a plan to raise funds, if necessary?
- Have you made a timeline for your project?
- Does your project address a need in the local community and have you found national and/or global links?
- Can your project be sustainable?
- Does your project challenge your abilities and your interests?

Once you answer yes to all the items on this checklist, you're ready to submit your Girl Scout Gold Award Project Proposal.

Create your account on the GoGold Online app at

<https://www.girlscouts.org/gogoldonline/>





Submit completed Project Proposal to Gold Award Advisory Committee (a minimum of 30 days prior to scheduled interview – see timeline on website)
Required method: www.girlscouts.org/gogoldonline/



Meet with Gold Award Mentor and work on your Gold Award Project Proposal

Interview with the Gold Award Advisory Committee. Receive project proposal approval or denial.

Approved

Denied

Revise your proposal

Complete your project

Complete your Gold Award Final Report and other required documentation (review with your mentor). Submit a minimum of 30 days prior to scheduled interview – see timeline on website.

Interview with Gold Award Advisory Committee to present your Final Project Report including visual display or presentation

Receive approval from Gold Award Advisory Committee

Celebrate! Plan a pinning ceremony with your Troop and attend the GSCCS Annual Highest Awards Ceremony in May. (deadline to be recognized at May Ceremony is in March)



SMART Goals

When writing goals, it is helpful to remember the acronym SMART. SMART means that effective goals are:

1. **Specific.** A good goal defines exactly what you expect to accomplish. When your goals are specific, the behaviors required to accomplish them are clear. Many people say that they want to recycle to save the environment, but a better goal would be “Place every used bottle or can in a recycling container within five minutes of finishing its contents.”
2. **Measurable.** You can measure the outcomes of a good goal. When you measure how much of a goal you have attained, you get feedback on your work. For example, compare the goal “I want to be skinny” with “I want to lose 10 pounds by the end of the month.” How can you measure skinny? But by measuring the pounds you have lost so far, you know exactly how close you are to meeting your goal.
3. **Attainable.** Good goals are hard to reach, but not impossible. If a goal is too easy, you will not have to work hard to attain it, and your overall performance will not improve. If a goal is too hard, you will be discouraged from attempting to reach it. One way of making sure that goals are attainable is to break larger, difficult goals into smaller, more easily accomplished subgoals.
4. **Result-oriented.** A good goal contains only one outcome or accomplishment. If you combine two or more outcomes in one goal, it will be difficult to decide where to focus your attention. For example, “to increase produce sales by 3% and to achieve a 5% market share” is a less effective goal than “to increase produce sales by 3%.”
5. **Time-bound.** Good goals specify precisely when you will meet them. Doing so provides you with a deadline for your actions. For example, it is easy to say “I want to be a millionaire,” but you are more likely to accomplish that goal if you say “I will have a million dollars in a bank account by January 1, 2020.”



Sample Project Plan

PROJECT PLAN - Milestones

Project Steps	Estimated Hours	Facilities/ Equipment needed
JANUARY		
Initial project research	3	none
Gold Award Project Proposal App (online)	2	Computer/internet
FEBRUARY		
Discuss fundraising projects with advisors	3	none
Clean out room	5	Trucks to take stuff to the dump
MARCH		
Put in ceiling	2	Ceiling tiles, hammer
sand and paint the room	4	Paint, paint brushes, sander, sheets
Check and compare shelf costs	2	Computer, magazines
APRIL		
Fundraiser - bake sale	7	Tables, chairs, food
Purchase shelves	3	none
Begin sorting books	5	Computer
MAY		
Continue organizing books using computer sorting system	10	Computer, printer, paper
Install shelves	2	Hammer, nails
JUNE		
Label books	3	Printer
Organize books on shelves	5	none
Purchase computer	2	none
JULY		
Set up computer station/hook up computer	4	Hammer, nails
Make a sign and a bulletin board	3	Construction paper, tacks
Finish filling shelves	4	none
Decorate Library	4	Flowers, posters, pictures
AUGUST		
End of Project Celebration	6	Invitations, internet/computer for Facebook event
Create visual for Gold Committee	3	poster board, photos, tape, markers
Gold Award Final Project Report	2	computer
Estimated total hours	84	

Sample Project Time Tracker

Date	Description	Time
29-Sep	emails	0.50
10-Oct	collections	0.50
26-Oct	delivery and organize pantry	1.25
22-Nov	research for more info, wrote letters	1.50
28-Nov	called Mrs. Berry, went to food pantry, got materials for info centers	2.00
29-Nov	building, pick up at Boy Scouts, calls, Raymond Hardware	6.00
30-Nov	to lining, clean up phone call	0.75
10-Jan	shopping Sam's Club	2.50
11-Jan	delivery and get key	1.00
28-Jan	thank you's communication	0.50
17-Apr	talked with Women's Club	1.5
18-Apr	emails	0.50
23-Apr	start information pack, phone calls, arrange dates	2.00
1-May	prepare to speak	0.50
7-May	spoke to Juniors	0.50
25-May	start power point	0.50
25-May	worked more on power point	0.50
5-Jun	finish power point & present to health science class	1.00
5-Aug	1st & 2nd coat on info center	1.50
9-Aug	book keeping	1.00
10-Aug	emails, 3rd coat & sanding info center, started letter	3.00
12-Aug	emails, finish letter & begin to edit, forum article	3.00
13-Aug	phone calls, emails, start reflection	2.00
16-Aug	start Gold Award App for Final Project Report	0.50
20-Aug	phone calls, emails, more reflection	0.25
21-Aug	pick up plaque and phone calls	1.75
21-Aug	hung up info center	1.25
21-Aug	meet with Mrs. OC	0.50
22-Aug	finish letter, work on Gold Award Final Project Report with online APP	1.00
23-Aug	finish hanging up info center	0.50
24-Aug	pictures of project, return key	0.50
25-Aug	budget sheet, found & organized all papers, gathered pictures	3.00
26-Aug	edit website, wrote communicator article, put together pictures, etc.	4.00
27-Aug	printing, sent out letters, sent out website info	3.50
29-Aug	Create visual display for final Gold interview	3.00
30-Aug	Finish and submit Gold Award final project report online	2.00
30-Aug	finish all Thank You's	0.75
30-Aug	Print out signature page for advisor to sign, advisor sign form, fax to council	0.75
	TOTAL HOURS	73.50

Example of Project Budget

Expenses		Income		
Item	Projected		Item	Projected
Food (including snacks)	\$ 25.00		Money Earning #1	\$ 105.00
Paper supplies	\$ 15.00		Money Earning #2	\$ 62.00
Printing - flyer	\$ 13.00		Money Earning #3	\$ 58.00
Equipment Rental	\$ 50.00		Donation - monetary	\$ 100.00
Site rental	\$ 250.00		Donation - supplies	\$ 28.00
other:				
Total:	\$ 353.00		Total:	\$ 353.00

Once your project is completed, you would fill in the same type of table with ACTUAL numbers. The budget is what you estimate and the actual is what really happened.

You should end up with exactly the same amount of money in expenses and income because your project should not have a profit and it should not have a loss.

Budget Log from GoGoldOnline app:

Budget Log
▼

Date (mm/dd/yyyy)	Amount	Income Details	
<input type="text" value=""/>	\$ <input type="text" value=""/>	<input type="text" value=""/>	🗑
<input type="text" value=""/>	\$ <input type="text" value=""/>	<input type="text" value=""/>	🗑
<input type="text" value=""/>	\$ <input type="text" value=""/>	<input type="text" value=""/>	🗑
● Add More		Total Income: \$ 0	

Date (mm/dd/yyyy)	Amount	Expense Details	
<input type="text" value=""/>	\$ <input type="text" value=""/>	<input type="text" value=""/>	🗑
<input type="text" value=""/>	\$ <input type="text" value=""/>	<input type="text" value=""/>	🗑
<input type="text" value=""/>	\$ <input type="text" value=""/>	<input type="text" value=""/>	🗑
● Add More		Total Expense: \$ 0	

Financial Frequently Asked Questions

- Can I use my own money for the Girl Scout Gold Award Project?
 - Yes, if you want to use your own money, you can. You may receive help from your family, too. However, we encourage you to work with others to earn the money. That's part of the process. Earning your Gold Award is not meant to be a hardship on a family or individual. When designing your project, it's important to think creatively about how you can make a difference with little or no money. Then talk to your advisor about ideas for financing the project or arranging for donation of materials and services.
- Can I ask friends and neighbors for help?
 - You can ask for donations of time and items, however, if the friend wants to claim the donation as a tax deduction, you will need to complete the **In-Kind Donation Form**.
- Do I have to get permission from the council before I ask people or groups or organizations for money for my project?
 - There are several answers to this question.
 1. If the donation amount is less than \$20 and the person does not request acknowledgement for tax purposes then you do not have to fill out paperwork for the council.
 2. If your donor requests a receipt for tax purposes, you must complete the Monetary/In-Kind Solicitation Policy Agreement form and submit the donation check to the Council Office with the form for processing.
 3. If you plan to solicit cash from a business then you must fill out the **Monetary/In-Kind Solicitation Policy Agreement** (attached). You must receive approval from Council Chief Resource Development Officer **prior to solicitation**.

Checks must be made payable to GSCCS and the words "Gold Award" and the Gold Award girl's name should be notated in the memo line. All forms should be submitted to Michelle Loyd at the Council Office for processing.

- What is an In-kind donation?
 - An in-kind donation is when someone donates items or materials for your project (like paint or lumber) – anything other than cash or money. There is a special form called the **In-Kind Donation Form** that should be filled out by any donor who wants their gift to be receipted for tax purposes. This form should be sent to Michelle Loyd at the Council office once it is filled out.
- How do I ask people or organizations for money for my project?
 - If you are under 18 years of age then you need to have an adult actually ask for the money. You may tell everyone about your project and that it is a Gold Award Project and who will benefit. However, you must have an adult do the actual asking for funding.
- How about asking for things other than money, like paint or supplies for my project?
 - Once again, if you are under 18 years of age you need to have an adult ask for the materials and supplies you need. You may tell them all about your project but an adult (over 18 years of age) must request the materials and supplies. Be sure to provide them with an "In-Kind Donation Form" so they can document their donation.
- Am I allowed to use money from my troop's funds for my project?
 - You may use your own "Cookie Dollars" for your project. You may also use general troop funds if your troop agrees collectively – this means your troop must vote on your use of troop funds for your Gold Award Project. This is the same as if your troop were to donate for any charitable cause.

- Where do I keep money that is donated to my project?
 - Funds may be kept in Troop checking accounts. Once funds are submitted to the Council with the Monetary Solicitation form, you will receive a check payable to the Troop for your project. Special arrangements must be made for all girls not in a Troop.

- What paperwork do I need to turn into the Council for my Gold Award Project?
 - Keep a list of ALL donations, cash and in-kind, so that all your supporters can be thanked and recognized when you receive your Gold Award. You should be able to use this to calculate the monetary value of your project. You must submit your list of donations (cash and in-kind) and expenses when you turn in your Gold Award Final Report. **An example Budget Report is attached.** Your Budget Report should include all donations (cash and in-kind) and all expenses. All extra cash collected must be accounted for. If there is additional cash left over from donors, you need to contact the donor to see if they would like the cash returned or have the cash donated to your troop or the Girl Scout Council.

- Can we charge for a Girl Scout event to earn money?
 - If you are doing an event as a Girl Scout (e.g. Badge Workshop, Movie Night, etc.) and are planning to charge a fee above the cost of materials, you must complete the Event and Fundraising Application and work with an adult that has completed Event Planning Training. These fundraising events cannot be counted as part of your Gold Award Project.
 - If your Gold Award project is an event, you may charge a fee, but it must only cover the cost of the event and supplies.

- Can I raise money to donate to another organization as part of my project?
 - No, you may not donate money to an organization. You can raise money to purchase supplies for an organization. As an individual, you can volunteer for other organizations and assist with fundraising activities, but may not present yourself as a Girl Scout to the public in this process. You cannot count that service as part of your Gold Award project or time toward any Girl Scout award or service hours.

- Am I permitted to do additional fundraisers besides cookie and nut sales?
 - Yes. You may conduct additional fundraising activities for your project, however you must participate in the most recent Product Program (cookie and nut sale). Girls must submit an Event and Fundraising Application prior to conducting any fundraising activities.

As a final recap, please send the in-kind donation forms, monetary solicitation forms and checks written to GSCCS to Customer Care at customer care@girlscoutsccs.org.

Money Earning Activities that are not allowed:

- Product demonstration parties
- Raffles, drawings, or games of chance
- Direct solicitation of cash – only adults can ask for money
- Projects that might be perceived as endorsing a product or political view
- Projects where the money goes to individuals rather than to your group as a donation
- Selling anything on the internet as a Girl Scout

Hello Girl Scouts!

My name is Ashley Vorhees and I am the Director of Development and Communications at the Girl Scouts of Central California South council. In short, my job deals with any and all communication with Girl Scouts including the media.

First off, congratulations on deciding to work towards your Gold Award. This is a huge deal and you should be proud of yourself - the council definitely is! We recognize how much time, effort, and passion goes into each Gold Award project and we want to ensure this work gets the recognition it deserves! This is where I come in.

For every Gold Award project, there is an appropriate time for news coverage. Your project might have a ceremony or celebration where the media can show up or a time you know you will be out working on the project and media can come interview you. I ask you a variety of questions, write up a press release, and whenever possible, am on site to guide and support you when the media highlights your accomplishments. In addition to writing press releases, we want to share your final projects via social media, on our website, and in our council newsletter!

I hope we are in contact frequently over the span of your project. I am available for personal media training, media tips, and obviously the media outreach. **We request you do not reach out to the media yourself.** This is because we send the media several press releases and stories over time and plan out when these are sent. By bombarding news reporters e-mail inboxes, it takes away from the chance of you being covered in the media.

Please email me and introduce yourself so I may virtually meet each of you! I look forward to being an aid with the media on your Gold Award journey.

Sincerely,

Ashley Vorhees
Director of Development and Communications
avorhees@girlscoutscs.org
800-490-8653

Commonly Used Girl Scout Terms

- Girl Scout
 - Should be capitalized in written material, even though it appears in lower case as part of the logo
 - Always keep Girl Scouts on the same line in written material
 - The words “Scout,” “Scouts,” and “Scouting” must never appear without the modifier “Girl.”
 - Girl Scouts is a singular proper noun when referring to the organization. Girl Scouts (the organization) should never be preceded by the definite article “the”
 - Example: “We are Girl Scouts”; not “We are the Girl Scouts”
 - “Girl Scouts is the premiere organization for girls....”
 - Girl Scouting describes the practice – inclusive of all activities
 - “Girl Scouting builds girls of courage, confidence, and character, who make the world a better place”
- Girl Scouts of Central California South
 - Can also be referred to as:
 - Girl Scout Council
 - Council
 - Avoid GSCCS to external audiences
- Girl Scout of the USA
 - Not Girl Scouts of America
 - Not Girl Scouts of the U.S.A. (with periods)
- Girl Scout Troop
 - When used alone, troop should be lower case
- Girl Scout Cookie Program
 - All should be capitalized
- Girl Scout levels
 - Girl Scout always precedes level
 - Girl Scout Daisy, Girl Scout Brownie, Girl Scout Junior, etc
 - Always capitalize the Girl Scout level; Daisy, Brownie, Junior, Cadette, etc
- Council
 - Upper case when referring to our Council’s name
 - Always spell out Girl Scouts of Central California South on the first reference
 - When referring to 112 councils of GSUSA, use lowercase Council
 - Example: A Girl Scout council in Florida
- Race and ethnicity
 - African-American, Asian-American, Caucasian, Hispanic, Latina, etc are capitalized
 - The preferred description for girls of Spanish ancestry is Latina

Headlines and Titles

- Trademarked names
 - Always capitalized in title or headline
 - Example: Girl Scout Daisy, Girl Scout Brownie
- Council titles
 - Capitalize
 - Specific department or group titles
 - Example: Program, Membership, Adult Volunteer Development, Information Services
 - Do not, however, capitalize the word “department” when it immediately follows a title
 - Example: Adult Volunteer Development department
 - Formal title preceding a person’s name
 - Example:
 - Service Unit Manager Becky Smith
 - Adult Educator Mary Smith
 - Girl Scout Leader Deborah Smith
 - Troop Leader Colleen Green
 - Do not capitalize
 - Titles that do not directly precede a person’s name
 - Example:
 - Nancy Wood, director of public relations
 - Deborah Dailey, adult educator
 - Barbara Jones, board member
 - Generic references to a title
 - Example:
 - chief executive officer of Girl Scouts of Central California South Council
 - The president of the Council spoke to the Girl Scouts.....
 - The service unit manager met monthly with her team.
 - The board meets tonight.

Girl Scout Program, Events, Badge, Patch

- Capitalize and Italicize
 - Names of Council programs and events
 - Example: Your Turn to Lead, Girl Sports Volleyball, Lead the Way Symposium
 - Girl Scout program book titles and book series
 - Example:
 - It’s Your World – Change It!
 - Girl’s Guide to Girl Scouting

- Capitalize Girl Scouts of the USA Programs
 - Example:
 - Girl Scout Leadership Experience
- Do not capitalize badge, patch
 - Example:
 - Cookie Business badge, Girl Sports patch

Girl Scouts of Central California South

- Avoid GSCCS (unless on patches)

Other

- Technology terms
 - Capitalize
 - Facebook
 - YouTube (one word; Y and T are capitalized)
 - Twitter
 - Pinterest
 - Instagram

Index of Common Girl Scout Words and Phrases

- award (not capitalized; exception are the highest awards)
 - Examples:
 - Journey award
 - Girl Scout Gold Award
 - Silver Trefoil Award
- badge (not capitalized)
 - Examples:
 - Girl Scout National Proficiency badge
 - Cookie Business badge
 - Girl Scout badges
- Girl Scout alumna (singular, former female member)
- Girl Scout alumnae (plural, former female members)
- Girl Scout alumni (plural, former male members or mixed male and female members)
- Girl Scout alumnus (singular, former male member)
- Girl Scout Ambassadors – *same for all grade levels*
- Girl Scout Bronze Award (second reference, “Bronze Award”) *Same for all awards*
- Girl Scout Cookie Program
- Gold Award Girl Scout (not recipient, not “winner”)
- Girl Scout grade levels (never “age levels”)
- Girl Scout handshake
- Girl Scout Law (on second reference, “the Law”)

- Girl Scout Leadership Experience (GSLE)
- Girl Scout mission
- Girl Scout movement
- Girl Scout national headquarters
- Girl Scout pathways (camp, events, series, travel, troop, and virtual)

Guidelines for using logo:

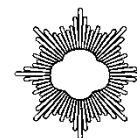


Guidelines

- Color palette
- Iconography
- Service mark angle
- Lockup angle
- Colorways
- Service mark spacing
- Service mark to the left
- Rule of thirds
- Our own font
- Fun with trefoils
- Patterns
- Branded grade levels
- Shorthand
- 80/20 photography
- Illustrations



Margin and/or clearance space around the service mark is determined by the height of the "g" in the service mark itself.



The following items should be considered when planning an event for your Gold or Silver Award project. Girls must work with an Event Planning Trained Adult when planning a large event or workshop. Contact your Gold Award Mentor for assistance if needed.

List the different areas that will need to be organized.

- Include: finance, program, consultants, registrations, supplies, equipment, set-up, evaluation, healthy, safety, cleanup.

Decide on the purpose or theme of the event.

- Learn new skills: camping, games, songs, customs, science fair, environmental awareness, disability awareness
- Celebrate a holiday or season: winter, Black History Month, Women’s History Month.
- Large group activities: book drives, bike rodeos, field day, overnights.

Meet any special needs of individual participants.

- Consider: participants with disabilities, activities that enable everyone to participate, dietary consideration, participants who might need financial assistance.

Select a location.

- Consider: the size of the group, accessibility, types of activities involved and format of presentation, Girl Scout standards (see *Safety Activity Checkpoints and GSCCS Volunteer Essentials*), facilities and equipment, stage, microphone, chairs, tables, kitchen facilities/cooking sites, parking and traffic control, adequate bathroom facilities, first aid, provisions for bad weather at an outdoor event, environmental impact.
- Complete necessary site reservations: obtain permits, permissions.

Select day and hours for the event.

- Consider: religious and national holidays, observances and customs, time of day, arrival time
- Create a schedule and work out the logistics. Keep in mind that a larger group takes longer to organize, move, register, etc.

Determine publicity plans.

- Create a plan for getting the event information to the appropriate audience. Be sure to obtain the necessary approvals from your Gold Award Mentor and Gold Award Committee before publicizing the event in a newspaper, over the radio, etc. Remember use of the Girl Scout Logo must be approved by the GSCCS Council.

Prepare a budget showing anticipated expenses and income.

- Determine fee and refund/cancellation policy.
- Develop method of keeping track of expenses and cash flow.

- Set up the registration process. Publicize this information.

Plan an agenda: for any event to run smoothly, the program must be carefully planned.

- Consider: what will happen when the participants arrive; what will the early arrivals do while waiting for the program to begin; will the group be divided into smaller groups for activities; are the activities appropriate for the participants' ages?
- If larger group activities are planned, the leader of that activity must be skilled in leading large groups. Schedule time for each activity and for groups to move; will there be an opening and closing ceremony, and who will do these?
- Are refreshments planned? How will they be obtained, and how will they be served?

Determine emergency procedures.

- See *Safety Activity Checkpoints*; consult your Gold Award Mentor.
- Consider insurance requirements for non-Girl Scout participants.
- Low cost insurance is available through Girl Scouts for Girl Scout events.

Decide how many adults and older girls are needed to help with the event.

- Provide training and/or orientation: are they prepared to facilitate the activities, deal with difficult situations, and handle a variety of ages, disabilities, ethnic backgrounds, or language differences?

Clean-up.

- Is the site in better condition than you found it? Be sure that all areas are in good condition and that all equipment borrowed is returned.

Evaluate.

- Consider: what activities went well; what could have been better; suggestions for future events.
- Don't forget to send Thank You cards or emails to volunteers and program consultants and anyone who helped with your project in any way.

In the event that your Girl Scout Gold Award final project is denied, GSCCS has an appeal process. Appeals are held once a month, the same day as Girl Scout Gold Award interviews providing there are interviews scheduled. Please check the dates on the GSCCS website. The girl must email gold@girlscoutscs.org and request an appeal meeting (calls will not be accepted). Once the email is received by Council, the Girl Scout will receive an email confirmation with the date, time and all other information regarding the meeting. The Girl Scout must then confirm via email, her attendance at the meeting date and time scheduled.

1. The candidate whose final project has been denied will have 30 days to request an appeal. This 30 day time period applies to girls who have graduated high school even if the final project was turned in on September 30 following her 12th grade year. Appeals will only be scheduled for existing meeting dates.
2. The candidate requesting the appeal meeting will be permitted to bring her project advisor with her to the meeting. This must be the advisor that is listed in her paperwork. No other documents other than those that have already been submitted will be accepted. The candidate can bring a letter explaining her appeal.
3. The meeting will include all members of the Gold Award Advisory Committee, the Girl Experience Manager, and a volunteer who has taken the current Highest Award training, has knowledge of what Girl Scout Gold Award projects are acceptable, is current with the standards, and is not currently serving on the Council Girl Scout Gold Award Committee.
4. In the meeting the candidate will have the opportunity to appeal to the group and state her case. She can use this opportunity to elaborate on anything she has written in her final presentation. The group will have the opportunity to ask questions of the candidate. Once the candidate has made her verbal appeal, she will leave the interview. She will be notified via letter of the decision of the group within two weeks of the meeting. This vote will be the final vote on the project.

Sample Donation Request Letter

Your full name

Your full address

City, State, Zip Code

Store Manager's name

Name of Business

Address

City, State, Zip Code

Date January 1, 2022 (not 1/1/22)

Dear Sir,

My name is _____. I am a _____ grader at _____ and a Girl Scout in Girl Scouts of Central California South Troop # _____. I am presently working on my Gold Award, the highest award a Girl Scout can earn. For my Gold Award project, I am _____ which will benefit _____. I am asking local stores and businesses to donate materials/supplies to help me complete the project. The list of items that I need include _____. We greatly appreciate any assistance you can provide to help make my project a success. Girl Scouts of Central California South is a 501©(3) non-profit organization. If you have any questions, you may contact me at _____.

Sincerely,

Your name



Serving girls in Fresno, Kern, Kings, Madera and Tulare Counties

Toll Free: 1(800) 490 – 8653
www.girlscoutscs.org

IN-KIND CONTRIBUTION FORM

Please take a moment to complete this form for any donation of goods and/or services you provide to our organization. It will help us properly thank and acknowledge you for your gift(s). All donors receive a letter of acknowledgement for tax purposes. If you do not provide an estimated fair market value, your estimated value will not be mentioned in the acknowledgment letter.

Complete and submit to GSCCS Council by:
EMAIL: customercare@girlscoutscs.org or
FAX: (559) 291-5079

Event / Program / Area _____

Date: _____ Staff Contact: _____

DONOR INFORMATION

Contact Name: _____

Business: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Fax: _____

Donor Signature: _____

Estimated Fair Market Value: \$ _____

Item(s) and Description: _____

When girls succeed, so does society. Your Donation helps to build Girls of Courage, Confidence and Character!

Thank you for supporting the Girl Scouts of Central California South: Tax ID # 94-6000662

Guidelines

- A gift-in-kind is a non-cash gift of physical goods or service. Examples of gift-in-kind include but not limited to: books, supplies, equipment, artwork and furniture.
- All gifts-in-kind must be accompanied by verification of the value of the gift as determined by the donor (e.g. receipt, documentation, appraisals, etc.) In order to be tax deductible, the IRS requires gifts of \$5000 or more to be accompanied by a formal third-party appraisal and the IRS form 8283 completed by a registered appraiser and signed by a Council Development Executive. It is the responsibility of the donor to obtain the appraisal and IRS form.
- Please note: Girl Scouts of Central California South is prohibited by IRS regulation from establishing monetary values for gifts of real or personal goods. Donations are tax deductions in keeping with IRS regulations.

No services or reimbursements have been received in exchange for this donation

MONETARY SOLICITATION FORM

All requests for cash donations must be submitted to and approved by GSCCS Council prior to solicitation. Please allow 7-10 business days for processing. Your request must include the following for solicitation: Business name, address, contact person, phone number, amount being solicited, and the purpose for donation. The information on the Troop requesting the funds should include: Service Unit, Troop number, contact name, address, and phone number. Council will mail out the request on Council letterhead.

Due to the changes in tax laws and regulations compliance is mandatory. Failure to do so may jeopardize the 501(c)(3) non-profit status for Girl Scouts of Central California South. Random audits of Troop/Service Unit accounts will be conducted for verification of compliance. If you are found in noncompliance, it may include removal from your position and possible legal action.

Complete and Submit to GSCCS Council by:
EMAIL: customercare@girlscoutscs.org or
FAX: (559) 291-5079

Make ALL checks payable to: GIRL SCOUTS OF CENTRAL CA SOUTH
In the “memo/for” portion, include Troop/Service Unit number

BUSINESS/COMMUNITY PARTNER INFORMATION

Business Name: _____

Contact Name: _____ Contact Phone: _____

Business Address: _____ City/Zip: _____

Amount Solicitation: _____

Purpose for Donation: _____

SERVICE UNIT/TROOP INFORMATION

Service Unit: _____ Troop Number: _____

Contact Name: _____ Contact Phone: _____

Contact Address: _____ City/Zip: _____

Representative of Troop

Title

Date



EVENT AND FUNDRAISING APPLICATION

Complete this form for all events, including fundraising events hosted by a Troop or Service Unit.

Due Dates: Applications for Troop events must be submitted 30 days prior to activity date.

Applications for Service Unit events must be submitted 60 days prior to activity date.

All applications requesting distribution of flyer by Council must be submitted 30 days prior to event.

EVENT DETAILS			
Title of Event _____		Troop # _____ SU# _____	
Date/Time _____ (start) _____		(end) _____	
Location (site name & address) _____			
Program level attending: (check all that apply)			
<input type="checkbox"/> Daisy <input type="checkbox"/> Brownie <input type="checkbox"/> Junior <input type="checkbox"/> Cadette <input type="checkbox"/> Senior <input type="checkbox"/> Ambassador			
Expected # (girls) _____		(adults) _____ Maximum participants for site: _____	
Fee per girl: \$ _____		Fee per adult: \$ _____ Additional Insurance purchased: _____ Yes _____ No	
FUNDRAISING INFORMATION			
Fundraising event/activity? _____ Yes _____ No			
Purpose of fundraising project: _____			
Apply funds to account: _____			
EVENT COORDINATOR CONTACT INFORMATION			
Name of Person Responsible for Event: _____			
Mailing Address: _____		City: _____ Zip: _____	
Phone # (Cell) (_____) _____		(Other) (_____) _____	
E-mail: _____			
TRAINING MAY BE REQUIRED FOR CERTAIN ACTIVITIES			
Trip Planning Training:	Phone: () Email: _____	Date Completed: _____	Exp: _____
Outdoor Training:	Phone: () Email: _____	Date Completed: _____	Exp: _____
Life Guard Training*:	Phone: () Email: _____	Date Completed: _____	Exp: _____
*Verify with Safety Activity Checkpoints which water certification is required. Attach copy of certificate			
www.girlscoutscs.org		Resource Development	
		rev 10/21	



Serving girls in Fresno, Kern, Kings, Madera, and Tulare Counties

Toll Free: 1(800) 490 – 8653
www.girlscoutscs.org

VOLUNTEER EVENT MANAGEMENT TEAM

List the name and position of at least three members of the event management team:

Name	Position	Phone # or Email
	Event Coordinator	
	Registrar	
	Treasurer	

EVENT FIRST AIDER INFORMATION

Each Troop responsible for their own first aid ____ Yes ____ No

Event First Aider Name: _____ Phone (____) _____

Type of Certification: _____ Exp. Date _____

- Level I
- Level II (for events of 200 or more participants)

I agree to abide by all GSCCS Volunteer Essentials and Safety Activity Checkpoints.

Signature of Event Coordinator

WEB LINKS

GSCCS (Girl Scouts of Central California) Website:

<http://www.girlscoutscs.org/>

GoGold Online App:

<https://www.girlscouts.org/gogoldonline/>

GSCCS Link to Highest Award information:

<http://www.girlscoutscs.org/en/programs/girl-scout-gold-award.html>

GSCCS link for dates of Gold Award interviews and training for Gold and Silver Award:

<http://www.girlscoutscs.org/en/programs/event-list.advanced.html?q=®ions=choose&startdtRange=&enddtRange=&tags=girlscoutscs%3Acategories%2FGirlTraining>

Girls who have completed Girl Scout Gold Award may apply their service hours to the President's Volunteer Service Award at:

www.presidentialserviceawards.gov

Link to Map It:

<http://forgirls.girlscouts.org/map-it-girls-changing-the-world/>

Link to videos online of Girl Scout Young Women of Distinction:

<http://www.girlscouts.org/en/our-program/highest-awards/national-young-women-of-distinction.html>

GSCCS Link for Destinations Information:

<http://www.girlscoutscs.org/travel/>



Contact information

Bobbi Camacho

Girl Experience Manager

800-490-8653

bcamacho@girlscoutscs.org

Jennie Guadagno

Chief Operating Officer

(559) 291-5078 ext 115

jguadagno@girlscoutscs.org

Council Offices:

Fresno Council Office
1377 West Shaw Ave.
Fresno, CA 93711

Bakersfield Council Office
1831 Brundage Lane
Bakersfield, CA 93304

www.girlscoutscs.org

www.facebook.com/GSCCS

www.twitter.com/GSCCS

www.pinterest.com/girlscoutscs/