

GOLD AWARD WORKBOOK



TABLE OF CONTENTS

History of the Gold Award	2
Gold Award Basics	3
Gold Award Take Action Project Definition	3
Gold Award Project Standards	4
Expanding a Service Project to a Gold Award Take Action Project	4
Prerequisites	5
Step 1 - Choose an Issue	6
Step 2 - Investigate	6
Step 3 - Get Help	9
Step 4 - Create a Plan	11
Step 5 - Sustaining and Measuring Your Project's Impact	11
Proposal Review Process	14
Step 6 - Take Action	15
Changes to your approved project	16
Photo Releases & Insurance	16
Hours	16
What you Cannot Count for Hours	17
Financing your Gold Award Project	17
Step 7 - Educate and Inspire	19
Deadlines	20
Gold Award Take Action Project Examples	20
Individually Registered Girl Scouts (Juliettes)	20
National Gold Award Girl Scout	21
Gold Award Attachments	21

WHOM TO CONTACT

Questions about anything Gold Award related? Refer to this workbook first, then the Girl Scouts of California's Central Coast website. If you still can't find the answer, contact Customer Care at info@girlscoutscoc.org or 800-822-2427.

HISTORY OF THE GOLD AWARD

The Golden Eagle of Merit, the highest award in Girl Scouting from 1916 to 1919, marked the beginning of a long tradition of prestigious awards that recognize girls who make a difference in their communities and their own lives.

The Golden Eagle of Merit was first noted in the 1916 Handbook and was modeled after the British Silver Fish. Girls who received this award had to earn fourteen proficiency badges, chosen from a list of seventeen. The Golden Eagle of Merit was redesigned in 1919 to the Golden Eaglet. Between 1918 and 1939, only 10,658 Golden Eaglets were awarded. According to the Girl Scout Collector's Guide, Juliette Low determined that "the five requirements for winning the Golden Eaglet are character, health, handicraft, happiness, and service, and that others will expect to find in our Golden Eaglets a perfect specimen of girlhood: mentally, morally, and physically."

In 1920 and 1928, the requirements to earn the Golden Eaglet were revised and reduced. Though there were fewer requirements needed to obtain the rank, the newly demanding standards emphasized practical application and a good turn.

To earn the updated Golden Eaglet, a Girl Scout had to earn the rank of Tenderfoot, Second Class Scout, and First Class Scout. The rank of Tenderfoot was discontinued in 1963, but the pin remained and became known as the Girl Scout Membership Pin until a design change in 1980.

The Curved Bar was introduced in 1940 for Intermediate Girl Scouts who had completed the rank of First Class Scout. The Curved Bar helped an Intermediate Girl Scout prepare to be a Senior Girl Scout. To earn the Curved Bar, a Girl Scout had to achieve the rank of First Class Scout and complete four proficiency badges in topics such as agriculture, diplomacy, and business. Starting out as a gold arc patch due to shortages of metal in World War II, the Curved Bar began being issued as a pin in 1947.

With the introduction of the four age-level program in 1963, the Curved Bar was discontinued as the requirements for the First Class Scout were considered challenging enough, rendering the additional award unnecessary.

The Girl Scout Gold Award was introduced in 1980 and became the highest award in Girl Scouts, replacing the First Class Scout. This new recognition helped girls focus on four areas: skill development, leadership, service, and career exploration.

Since 1916, one million girls have earned the highest award in Girl Scouts. Gold Award recipients who enlist in the U.S. Armed Forces may receive advanced rank in recognition of their achievement. Some universities and colleges award scholarships to Gold Award recipients. Yearly, Girl Scouts of the United States (GSUSA) selects ten girls to be National Young Women of Distinction (NYWOD). NYWOD created Gold Award projects that demonstrated extraordinary leadership, had a measurable and sustainable impact, and addressed a local challenge related to a national and/or global issue. In 2018, the title of National Young Women of Distinction was changed to National Gold Award Girl Scout.

GOLD AWARD BASICS

The Gold Award is the highest award a Girl Scout Senior or Ambassador can earn in Girl Scouting in the United States. It recognizes personal leadership and effort, as well as a Girl Scout's measurable and sustainable impact on a community that is important to her.

Gold Award Girl Scouts don't just change the world for the better, they change it for good. The Gold Award is earned by girls in grades 9–12 who demonstrate extraordinary leadership in developing sustainable solutions to local, national, and global challenges. Since 1916, Girl Scouts have answered the call to drive lasting, impactful change. The Gold Award is the mark of the truly remarkable.

As part of a movement of 10 million girls worldwide, you are in an exceptional position to take action in your community to make the world a better place. By earning the Girl Scout Gold Award, you join the ranks of generations of young women who have made a difference in their communities locally, nationally, and globally.

COMMUNITY SERVICE VS. TAKE ACTION

What is the difference between community service and Take Action (often called service learning)?

Community service makes the world better for some people “right now.” For example, collecting cans of food for the local food pantry feeds people “right now.” Gathering toys for a homeless family shelter makes kids happy “right now.” Providing clothing and toiletries to people who have suffered a disaster helps them get through a traumatic event “right now.”

These acts of kindness are important ways to help some people — right now.

Take Action projects encourages young people to understand the roots of a problem so that they can develop a project that continues to address that problem — even after the one-time event is over. For example, girls might want to do something about trash in a local park. If they spend a day picking up trash, they've solved the problem for that day — but there will probably be more trash on the ground a week later.

To create a sustainable solution, the girls would explore why there's so much trash. They might discover that there aren't enough trash cans in the park or that the trash cans aren't visible enough. Once they know that, they investigate several possible solutions, get advice from experts, and then develop a plan and put it in motion. They might make a presentation to the parks department and ask them to add trash cans or reposition the ones that are there.

In Girl Scouts, encouraging girls to take action is Service Learning. By taking action you learn how to analyze the problem, find a solution, and provide service, while simultaneously learning about the process, solution, and service required.

Some people think of it this way:

Community Service — helping others — comes from our hearts.

Service Learning — understanding and addressing the roots of a problem — comes from our hearts and our heads.

The world needs both!

GOLD AWARD TAKE ACTION PROJECT DEFINITION

A Gold Award “Take Action project” requires that you draw on your experience, education, and personal values. If you have done a Journey, Bronze Award, or Silver Award, you have completed a Take Action project.

GSUSA defines the following Take Action outcomes for all Take Action projects, from Journeys to the Gold Award:

- Girls can identify community needs – you identify community needs and the root cause of the issue.
- Girls are resourceful problem solvers – you develop creative ways to solve problems that may arise while implementing your project.
- Girls advocate for themselves and others, locally and globally – as you learn about the issues in your community and work to solve them, you stand up for issues you believe in, influence policy, and identify ways to continue your project goals into the future.
- Girls educate and inspire others to act – you educate others about the issues that are important to the community and inspire others to act.
- Girls feel empowered to make a difference in the world – you develop leadership skills and use the knowledge gained through your experience to improve the community...and the world.

GOLD AWARD PROJECT STANDARDS

A high-quality Gold Award Take Action project meets the following five standards:

1. Identify the root cause of a community issue
2. Involve community partners
3. Educate others on your issue
4. Have long-term benefits and sustainable support
5. Be measurable

EXPANDING A SERVICE PROJECT TO A GOLD AWARD TAKE ACTION PROJECT

A Gold Award Take Action project is different from a good community service project. A Gold Award Take Action project involves girl planning, leadership and decision making, and focuses on addressing a real need. It identifies and addresses the root cause of the problem and ensures measurability and sustainability. A Gold Award Take Action project encompasses the mission of Girl Scouting, creating “girls of courage, character and confidence, who make the world a better place.” A Gold Award Take Action project is a time to showcase your Girl Scout Leadership Experience.

Here are examples of good service projects and how they can be expanded into a Gold Award Take Action project. These examples are especially helpful if you loved a service project (i.e. not your Bronze or Silver Award project) you did in the past and want to continue to help the same community or work on the same general issue.

Good Service Project	Girl Scout Gold Award Take Action Project
Spend many hours at a nature site picking up litter.	Work with the community and community partners to rid an area of non-native vegetation and re-seed with native vegetation. Create an interpretive guide on what the area was like 50 years ago and why it is important to preserve native species. Work with forestry staff to make this an annual event.
Collect games, videos, music, and food for a teen center.	In addition to your collection, design a sustainable program to engage at-risk youth at a teen center. Expand the center's programming hours to include Friday and Saturday nights. Develop recruitment materials to introduce "tweens" to the center and develop specific programming to appeal to them. Bring community partners on board to sponsor special events for the teen center.
Host a series of children's story hours at the local library or youth center.	In collaboration with your local library, create a reading program for a migrant workers' camp for the entire summer and assure that each child receives a bilingual book of their own. Then, create an ongoing project that matches young children with volunteer tutors from your high school's Spanish club.

PREREQUISITES

Earning the Girl Scout Gold Award begins with fulfilling the following prerequisites in order:

1. Register as a Senior or Ambassador Girl Scout.
2. Complete two Senior or Ambassador Journeys OR earn the Silver Award and complete one Senior or Ambassador Journey.
3. Attend a Girl Scouts of California's Central Coast (GSCCC) Gold Award Workshop or Webinar.

Gold Award Girl Scouts follow seven steps to earn their designation. They:

1. Choose an issue. Use their values and skills to identify a community issue they care about.
2. Investigate. Research everything they can about the issue.
3. Get help. Invite others to support and take action with them.
4. Create a plan. Create a project plan that can deliver sustainable and measurable impact.
5. Present the plan. Sum up their project plan for their Girl Scout council.
6. Take action. Take the lead to carry out their plan.
7. Educate and inspire. Share with others what they've experienced and learned.

*Steps updated to align with GSUSA branding/messaging guidelines

STEP 1 - CHOOSE AN ISSUE

Girl Scouts should only “Go for the Gold” if it is something that they personally want to do. You should not undertake this process for your parent, Troop Leader, or anyone else. The entire Gold Award process requires, passion, dedication, and a significant time commitment. A successful Gold Award project must be one about which YOU are truly passionate.

A Gold Award Take Action project requires that you draw on your experience, education, and personal values. To help you find an issue that YOU care about, we recommend that as soon as your prerequisites are complete, start a profile on Go Gold Online (<https://gogold.girlscouts.org>). Go Gold Online asks you to answer the following questions to help you find an issue that you are passionate about:

- What issues do you care about
- Who you want to help
- How you want to make an impact
- Your strengths and talents
- How you want to make a difference
- Issues you may want to take on
- Other issues you care about

STEP 2 - INVESTIGATE

DEFINE THE ROOT CAUSE OF THE COMMUNITY ISSUE YOUR PROJECT ADDRESSES

To address a community issue, you must first narrow down the issue to its root causes.

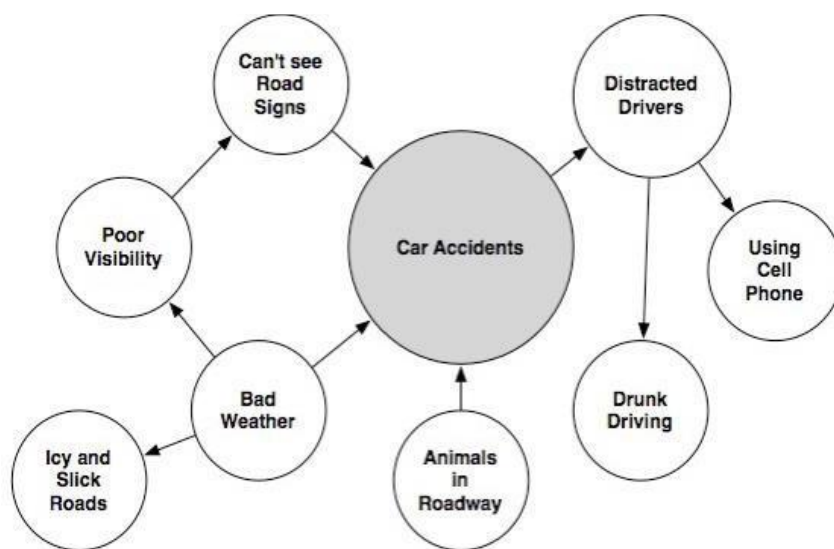
A mind map (see the example below) is a useful way to determine the root cause of an issue. This allows you to focus on a project topic that is achievable within the parameters of the Gold Award. A mind map can help you determine a root cause.

Here's a few steps to get started with your mind map:

1. Write the community issue in the middle of the paper or anywhere that works for you.
2. Think about some of the causes of this issue. Ask yourself, “why is this issue a problem?” In the example below, one of the main causes of car accidents is bad weather. Notice how many different causes connect from bad weather.
3. Now, connect the different causes that you defined for your project to each other and to the main issue. How do the causes connect to each other? Do you see a pattern?

The outermost circles are the root causes – these are the topics that you can successfully address in a Gold Award Take Action project. Select one or two and you have the foundation of a strong Gold Award project!

Create your own mind-mapping diagram like the example below, using one of the issues facing your community. Creating a mind map for your community issue helps you brainstorm different ways to approach the issue and different ways to address it.



INVOLVE COMMUNITY PARTNERS

YOU must design, develop, and carry out your project in collaboration with community partners. In most cases, your Project Advisor will be a member of or staff from your community partner.

You may want to involve many community partners in different roles. Your main partner might provide a Project Advisor, resources for your project, and a location for your events. However, other partners might be a source of volunteers or a link to a network of people knowledgeable about your project.

Having discussions with potential community partners early in your project helps you refine the root causes of your chosen issue into an implementable project.

The most useful action you can take to ensure you have an impactful and successful project is to TALK to several of your potential community partners. They know what their community needs and what works. It is strongly recommended that you set up several interviews with potential partners prior to submitting your Gold Award Take Action Proposal.

Many community partners are not familiar with the Gold Award and the guidelines. You must clearly explain how your requirements make your Gold Award Take Action project different from a typical service project. Look back to your Journey books for resources to help you prepare yourself for this conversation.

TIPS FOR INTERVIEWING COMMUNITY PARTNERS

Make arrangements: Decide who you want and need to interview, contact the person, and set up a date and time.

Prepare: Gather 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. What are the biggest challenges/problems that your organization has faced or is 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?

Interviewing Tips:

- Find a quiet place where you'll have each other's full attention, and agree to turn off your cellphones.
- Thank the interviewee for her/his time, and then briefly describe the issue you care about and why you care about that issue. Ask the interviewee if this is a community need.
- Keep questions simple and related to the issued. Do your research; preparation is key!
- Ask the person you interview if she or he would like to hear more about your project ideas, or if the interviewee has project ideas that you could use to enhance your project.
- Review the information and set up a possible follow up meeting.

Interview Follow-Up

Your interview is over. Now what? First, send a thank-you note within a week of the interview. Mention the possibility of a follow-up meeting, if appropriate. Then, sift through the information provided to find the information that's relevant to your proposal. 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. Check and recheck your facts!

STEP 3 - GET HELP

A Gold Award project you can do alone is not a Gold Award project.

The Gold Award is not an individual project; it is a leadership project. It must demonstrate interaction with others in a leadership capacity. Working in a group helps you make a bigger impact and cover more ground than you can on your own. Think about people who can help you put your project into action and who will continue working until the project is complete. Anyone can be on your team; you don't have to limit your team to people your age or Girl Scouts.

ADULT ROLES IN THE GOLD AWARD PROCESS

Girl Scouts is a “by girls, for girls” experience. All activities must be girl-led. However, to be successful, each Gold Award candidate needs to interact with and receive support from several adults. Each adult has a different role.

Troop Leader

The interested Girl Scout first notifies her Troop Leader that she wants to “Go for the Gold.” A Troop Leader acts as a Gold Award mentor, providing general assistance to the Girl Scout in developing, planning, and evaluating her progress in the steps towards the Gold Award. She also must have knowledge of the current GSCCC Gold Award process. In the case of Juliettes (i.e. independent Girl Scouts), a parent or guardian fills the Troop Leader role.

Project Advisor

The Project Advisor is someone who gives expert or professional advice specifically related to your chosen project. The advisor may be associated with the organization that you are working with or may have professional knowledge about the topic or skill of the project. Many times, more than one advisor is used: one with expertise in the subject matter and another with expertise in the age group that the project involves. The Project Advisor does not design or develop the project. Your advisor is there to provide encouragement, expertise, and to be a sounding board for you. It is your responsibility to keep your Troop Leader and Project Advisor aware of any information or conversations you might have with members of the Gold Award Committee. **Neither Troop Leaders nor parents/guardians are permitted to be their Girl Scout's Project Advisor.**

Gold Award Committee Mentor

The all-volunteer Gold Award Committee reviews all proposal and final reports from Gold Award candidates. Committee members advise and guide candidates during their Gold Award project. They ensure that the standards and requirements of the Gold Award are consistently and appropriately upheld. Members give approval for girls to begin their project and final approval for the girl to receive her Gold Award. Other Committee roles include leading workshops and serving as Mentors (detailed below). Adults interested in joining the Gold Award Committee, contact GSCCC.

GSCCC Council Staff

The Staff Liaison is a member of the Girl Scouts of California's Central Coast staff who is responsible for all formal correspondence and a resource for girls seeking more information about the Gold Award.

The Gold Award is the highest award in Girl Scouting. It represents a girl's commitment to herself and to her community and allows her to focus on leadership, career exploration, personal development, and her passions. It takes many hours of preparation, planning, and hard work to accomplish the goals that she has set.

Parents and guardians play a significant role in supporting a girl's path toward the Gold Award. However, it should be the girl's decision whether to pursue her Gold Award, as it **MUST** be the girl's project.

Parents and guardians should not be taskmasters. However, they can assist a girl in these ways:

- Read through the materials provided by GSCCC and the Gold Award Committee to your Girl Scout regarding the Gold Award so that you feel comfortable offering support.
- Discuss possible topics and project ideas and if she asks, help her to choose a topic that will become the basis for her project. Please remember that the topic of her Gold Award project must be based on her passion, not yours.
- Encourage and support her, but do not pressure her. "Going for the Gold" is something that a girl must want to do herself; it shouldn't be done to please her parents or family.
- Recognize that she is capable, competent, and worthy of respect as she assumes greater citizenship, responsibility, and leadership. Her way may not be your way.
- Aid her in developing a network of adults who can lend insight, provide contacts, and act as resources. You may work with or know someone who has the skill set your daughter needs as an advisor.
- Practice good parenting by ensuring she gets enough rest, eats properly, is not over-stressed, and is supported by her family in her endeavors.
- Help and support with safety and money guidelines. These help ensure the safety of your daughter and others as well as the integrity of the Girl Scout program.
- Allow her to stumble and learn the lessons that come with a Gold Award project. She will be working with a Project Advisor, an adult who has skills specific to her project, and at least one Gold Award Committee member who has been trained to assist her. They will also be there to provide support and guidance through any encountered issues or problems.
- Help with her project when asked or cheerlead from the sidelines as appropriate.
- Join in the celebration as she is honored for her accomplishments.

STEP 4 - CREATE A PLAN

Go Gold Online is a very helpful resource when you arrive at Step 4. It has tools and tips for setting goals, planning for obstacles, ensuring sustainability, and setting budgets. In this step, you must answer questions that explain EXACTLY what you plan to do for your project. Be as detailed as you can. 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? What will you have accomplished when your project is complete? How will it be sustained? How will you measure that you achieved your goal?

Establish steps to meet the goals. Once you get to your Project Plan (slide 17) list step-by-step what it will take to reach your goal. Think of this like a to-do list. You should list each step of your plan and approximately how long it will take. Gold Award projects should be approximately 80 hours. If your project plan falls short, you may need to expand your project. If your project plan goes well over, you may want to narrow your focus. 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, as well as decide your estimated date of project completion.

Think about money-earning. Brainstorm ways to finance your project.

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.

STEP 5 - SUSTAINING AND MEASURING YOUR PROJECT'S IMPACT

Sustaining and measuring your Gold Award project is critically important to the success of your project.

Measuring Impact: 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. Think about what you can count in your project – how much, how many - this is the project's measurable impact.

Sustaining Results: You must make arrangements (such as collaborating with community leaders and/or organizations, building alliances with mentors, etc.) to ensure that the project creates lasting change and is not a one-time event. Ask yourself: "How can I ensure that my project will continue to have an impact once I am no longer involved in it?"

Gold Award Timeline

The following timeline suggests how to breakdown your proposed Gold Award project hours. Not all projects will fit into this model, but reviewing this timeline and creating one for your project will help you understand the process and deadlines.

Plan to spend at least ten hours on steps two and three. The Gold Award Committee will approve up to 30 hours of researching, building your team, and planning your project because The Committee has seen the differences and often improved results when girls take the time to fully research their project and create a plan before taking action.

Summary of Additional Requirements

Besides requiring the basic five standards there are several other minimum requirements for a Gold Award.

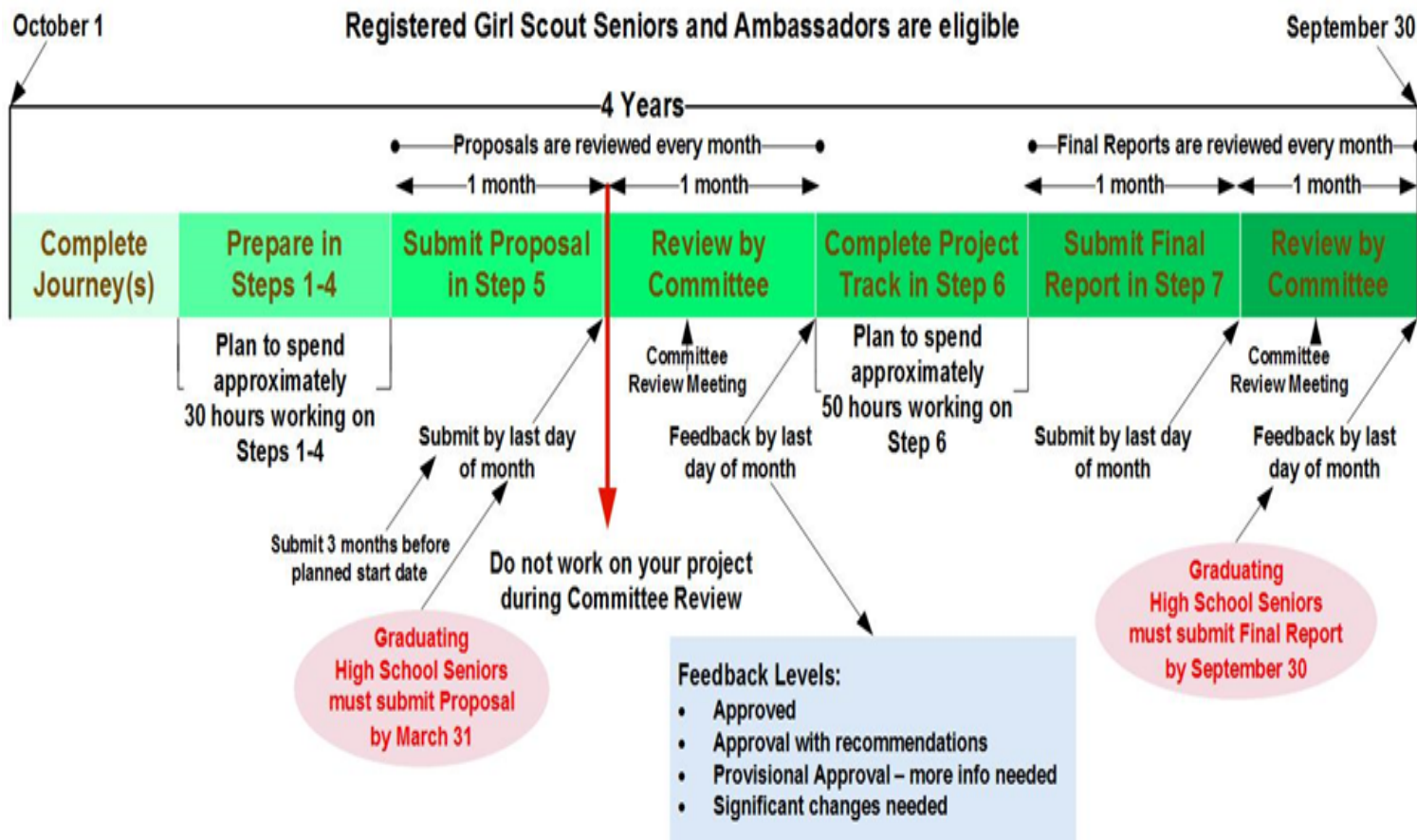
A maximum of 30 hours prior to project approval may be counted toward the total project hours. You will want to begin keeping track of your hours during this phase. Your project (after approval) should take approximately 80 hours to complete.

These hours are subject to approval by the Gold Award Committee.

The project cannot repeat existing or past projects, such as your Bronze/Silver Award, a project you did for school, or a community service project that is currently established.

A Gold Award Take Action project is not a “collection” style project (e.g. book drive, food drive, One Warm Coat, Operation Gratitude). It may, however, have a collection component.

At this step, present your Proposal to Girl Scouts of California's Central Coast for approval. To ensure that you have met all of the requirements detailed in the preceding sections, go through the checklist in the next section before submitting your Proposal.



If you check “No” for any of the following, you are not ready to submit your Proposal. Evaluate your Proposal or project and make the necessary changes to alter the “No” to a “Yes.”

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	I am a registered Girl Scout.
<input type="checkbox"/>	<input type="checkbox"/>	I am in 9 th – 12 th grade.
<input type="checkbox"/>	<input type="checkbox"/>	I have completed either (A) my Silver Award and one Senior/Ambassador Journey or (B) two Senior/Ambassador Journeys.
<input type="checkbox"/>	<input type="checkbox"/>	I have completed a GSCCC Gold Award Workshop or webinar.
<input type="checkbox"/>	<input type="checkbox"/>	My project challenges me. A Cadette or Junior could not do my project.
<input type="checkbox"/>	<input type="checkbox"/>	According to my proposed timeline, my project will take 3-5 months and 80 hours to complete.
<input type="checkbox"/>	<input type="checkbox"/>	I have a Project Advisor who has specific knowledge about my topic. He/she is not my Troop Leader or related to me.
<input type="checkbox"/>	<input type="checkbox"/>	My project serves a community that I care about, and I developed the idea in collaboration with this community.
<input type="checkbox"/>	<input type="checkbox"/>	My project shows leadership. I am (A) working hands-on with the community I am benefitting, (B) networking, scheduling, and organizing a team, and/or (C) leading others.
<input type="checkbox"/>	<input type="checkbox"/>	My project is measurable. I will be able to show my project’s impact with numerical data (statistical data).
<input type="checkbox"/>	<input type="checkbox"/>	My project is sustainable and will continue to have an impact after I am no longer involved in with it.
<input type="checkbox"/>	<input type="checkbox"/>	My proposed budget is realistic and attainable.
<input type="checkbox"/>	<input type="checkbox"/>	My project is new and innovative. It does not repeat an existing or past project.
<input type="checkbox"/>	<input type="checkbox"/>	My project either does not include a collection element or the collection element is a minor part of my project.
<input type="checkbox"/>	<input type="checkbox"/>	My project does not involve raising money for another organization.
<input type="checkbox"/>	<input type="checkbox"/>	My Troop Leader, Project Advisor, and (if relevant) Mentor have reviewed my Proposal.

to line of you ready to
First Business Day of the Month on Go Gold Online!

PROPOSAL REVIEW PROCESS

You must submit your complete proposal to the Go Gold online system before the first business day of the month to be eligible to participate in that month's review.

Do not begin working on your project until your project has been approved by the Gold Award Committee.

You may be invited to participate in an optional online meeting with the Gold Award Committee prior to the Committee meeting to share your project and explain how it fulfills the five standards:

1. Addresses the root cause of a community issue
2. Involves community partners
3. Educates others on your issue
4. Has long-term benefits and sustainable support
5. Is measurable

You will be allocated a maximum of 10 minutes for this meeting. Doing a practice interview with your Troop Leader is strongly suggested before meeting with the Gold Award Committee. During the meeting with the Gold Award Committee you will listen to each girl talk about her project and hear the questions asked by the Committee. This is a great opportunity for you to hear what other girls are doing and how they are overcoming obstacles with their projects.

The Committee meets the second Tuesday of the month, year-round. At the meeting, you will be assigned a Gold Award Committee Mentor and the Gold Award Committee will classify your Proposal into one of the following categories:

Approved

Your project is approved as submitted and you can start your project at this time.

Approved with recommendations

Your project is approved; however, the Gold Award Committee wants you to make some enhancements to your project.

Provisionally Approved

You must take some additional steps before beginning your project. You will be required to reach out to your Gold Award Committee Mentor or the Gold Award Staff Liaison at Girl Scouts of California's Central Coast before starting your project.

Needs Development/Needs Improvement

You need to resubmit your plan, providing additional information or different aspects of your project as requested by the Gold Award Committee. The Committee will indicate what they feel is needed to help your project meet the requirements.

Denied as Submitted

Committee members will make every effort to ensure that girls' proposals are successful. Projects can be denied for several reasons, which includes, but is not limited to one or more of these issues:

- too simplistic
- does not comply with GSUSA Safety Activity Checkpoints
- has been previously implemented at the same site or is not original in creativity or scope
- raises money for another organization
- is only a collection project (i.e. drives)
- is deemed dangerous or inappropriate

You will receive an email by the last day of the month stating the Gold Award Committee's decision.

STEP 6 - TAKE ACTION

Congratulations! Your project was approved and you are ready to take action to implement your project. There are three major components to keep in mind as you work on your project: communication, tracking hours, and money-earning.

Communication

As with your application process, all communication with the Gold Award Committee and/or Staff Liaison is your responsibility and must be completed by **you** (the girl). Your parents, Troop Leader, or Project Advisor SHOULD NOT act on your behalf. **You** must communicate with the Gold Award Committee, your Gold Award Mentor, parents, Troop Leader, and Project Advisor. The Gold Award Committee does NOT keep your Troop Leader or Project Advisor informed or updated on changes or communications with you.

Likewise, **it is your responsibility to establish and maintain communication with your Gold Award Mentor.**

You also must keep in contact with your Project Advisor. Your Project Advisor is a key resource for you as you implement and complete your Gold Award project. In addition, you should also communicate with your Troop Leader/mentor regarding your project on a regular basis.

If you have reached out to one of the above and not heard back, please reach out to the Gold Award Staff Liaison at mygoldaward@girlscoutsgccc.org and ask for assistance. If you have an event you want to promote or news story you would like to share with GSCCC, please email the information to media@girlscoutsgccc.org.

CHANGES TO YOUR APPROVED PROJECT

Any changes to your approved project must be approved PRIOR to progressing with any revisions. As soon as you are aware of a necessary change, stop, reach out to your Gold Award Committee Mentor and the Gold Award Staff Liaison at GSCCC and arrange a meeting with them to discuss the change. Changes that are requested “after the fact” can result in your Gold Award being denied.

PHOTO RELEASES & INSURANCE

If you are taking photos during your project that you plan to share publicly (i.e. on a website or blog), you must obtain photo/media releases from the subjects of your photos. A generic photo release can be found here: https://www.girlscoutsgccc.org/content/dam/girlscouts-girlscoutsgccc/documents/PhotoReleaseMinorsMay2012_GSCCC.pdf

If the facility or organization you are working with asks you to provide insurance for your activity, you can request additional activity insurance from GSCCC. You will need to fill out a form, which is available on the GSCCC website, and send it into info@girlscoutsgccc.org. Additional activity insurance is very inexpensive – more information about it can be found in GSCCC’s Volunteer Essentials.

HOURS

The Gold Award is a minimum 80-hour project. It is incredibly important that you keep track of your hours as you work on your project – you do not want to reach the end and have to remember everything you did.

Tracking Your Project Hours

Below are several methods that have worked for other girls, but the most important thing is to choose a method that is most convenient and easy for you.

- Notebook (paper and pen)
- Note on a paper calendar
- Time tracking apps, such as Hours (iOS) or Timesheet (Android)
- Go Gold Online time log
- Excel spreadsheet
- Google Sheets – most recommended as it allows you to easily sum up your hours and have access to your time log at all times through the Google Drive smart phone app.

WHAT YOU CANNOT COUNT FOR HOURS

The following do not count toward your 80 hours:

- Travel time
- Time spent preparing your Proposal, Final Report, or scrapbook
- Time spent on Additional Money-Earning Activities (fundraising) that exceeds 15% of your total hours
- No more than 30 hours prior to project approval by Gold Award Committee
- Time spent volunteering at an existing event or organization
- Volunteers' time (e.g. you may not count the hours of people helping you with your project toward your hours)

FINANCING YOUR GOLD AWARD PROJECT

Council-sponsored product programs (Cookie Program and Fall Product) are the best way for girls to earn money to pursue their Gold Award. The sales are beloved by the community and come with program, sales, marketing materials, and support that make it easy for girls to run a great business. In addition, the product programs are a great opportunity to talk to people about your Silver or Gold Award. You might find that people want to volunteer for your project or support you in other ways.

Anytime you are planning to use troop money, either from product sales or from other money-earning activities, remember that use of the funds **MUST** be a troop decision (girls, not leaders). Present your project plan and your proposed budget to your troop mates and let them decide whether to give you the money you are requesting.

If you choose to participate in Additional Money-Earning Activities, you are required to earn the participation patch in **BOTH** the Fall Product and Cookie Program most recent to the date you submit your Gold Award proposal.

Submit a Money-Earning Application

<https://www.cognitofrms.com/GirlScoutsOfCaliforniasCentralCoast2/moneyearningapplication>

The following list details some Additional Money-Earning Activity ideas. Remember, if you advertise these events as supporting a Girl Scout, you must follow the Girl Scout Money-Earning policies.

- Provide childcare at school events, during the holiday season, or at community events. (Don't forget to have an adult trained in first aid present.)
- Recycle aluminum cans and plastic water/sports drink bottles.
- Offer activities and face painting at community events or during the holiday shopping season.
- Wrap gift packages during the holidays. Check with malls and larger stores.
- Hold a penny drive. Appeal to your friends and family members to save their loose change.
- Provide classroom or birthday party games and cupcakes on order. Busy moms will appreciate not spending the time cooking or going to the store.

- Walk and care for pets.
- Babysit.
- Perform yard work.
- Be creative! Make jewelry, create cards, do calligraphy, etc.

DONATIONS

Only Girl Scout Seniors and Ambassadors may solicit philanthropic donations to their councils of cash or in-kind goods for Girl Scout Gold Award projects. This means that before asking for donations you must first get permission from council. Please send an email to info@girlscoutsgccc.org requesting permission. Include why you need the cash or in-kind donation, what you are using it for, and who you would like to request the money from. Once you are approved, you will receive an approval letter and a solicitation form.

For more information, see the Blue Book of Basic Documents and the Money-Earning Guidelines on the GSCCC website.

Donation Type	Regulation
Monetary donations of less than \$250	Not tax deductible if given directly to troop.
Monetary donations of \$250 or more AND Tax deductible monetary donations of less than \$250	Tax deductible, but checks must be made payable to Girl Scouts of California's Central Coast and sent to GSCCC Development Department, 1500 Palma Dr. Ste. 110, Ventura, CA 93003. Expect 4-6 week turnaround before funds are returned. Note: There is not a cap on amount of a donation from an individual donor.

For more information regarding tax deductible gifts or in-kind donations process, call 800-822-2427 and ask to speak with a Fund Development Team member.

PROHIBITED MONEY-EARNING ACTIVITIES

As a Girl Scout, you are prohibited from engaging in the following money-earning activities:

- ☐ Raising money for another organization. You cannot have a bake sale, performance, or other activity and give the proceeds to another organization. You cannot ask for pledges to benefit another cause or hold a benefit event to raise money.
- ☐ Projects where the Girl Scout organization might be perceived as endorsing a product, political viewpoint, or cause. This includes product sales (such as Creative Memories), being paid to pass out flyers for a candidate or freebies at a business.
- ☐ Selling anything on the Internet.

- ☐ “Crowd-funding” opportunities such as GoFundMe, Kickstarter or IndieGoGo.
- ☐ Sell items that can be found in a retail location. For example, purchasing bulk candy bars and selling them.

Can you use your own money on your Gold Award project?

Yes, within reason. You may also receive help from your family and friends. However, part of the Gold Award process is working with others to earn money. “Going for the Gold” is not meant to be a hardship on a family or individual, nor is it meant to provide those who have access to personal financial resources with an edge. When designing your project, it is important to think creatively about how you can make a difference with little or no money.

What if my project costs more than the money I can potentially earn?

It is better to succeed with a smaller project that is within your budget. Be realistic about what you can and cannot do. Work with your advisor to develop a reasonable budget. If your resources are not sufficient, then rethink your project. Planning is the key.

Can I charge for a Girl Scout event to earn money?

Before planning any fundraiser, you must first submit a Money Earning Application.
<https://www.cognitoforms.com/GirlScoutsOfCaliforniasCentralCoast2/moneyearningapplication>

If you are conducting an event as a Girl Scout and plan to charge a fee, you must follow the GSCCC Money-Earning policies as detailed in Volunteer Essentials. Work with your Troop Leader or Staff Liaison to ensure that you are following these policies. Provisions should also be made for those who cannot afford the fees to your event. In addition, you must be clear in your advertisements and materials that this is a money-earning event for your Gold Award.

I know you can't raise money for other organizations, but can I do it on my own?

As an individual, you can volunteer for other organizations and raise money on their behalf; however any funds raised cannot be put towards your Gold Award project nor can the count the hours toward your Gold Award hours. Additionally, you may not present yourself as a Girl Scout to the public in this process since you are volunteering for another organization.

Can I donate goods to another organization?

Yes, you may donate goods to another organization in lieu of money. However, this should not be the only part of your project because it then becomes a collection project, which is not permitted.

STEP 7 - EDUCATE AND INSPIRE

Upon completion of your project, return to your Go Gold online profile to update your project's progress and submit the Gold Award Project Final Report (Steps 6-7). Please fill out your final project steps completely (all questions answered in complete sentences).

Review any letters you receive from the Gold Award Staff Liaison that may include additional requirements needed in your Final Report. This is especially important if your proposal was *provisionally approved*.

Include photographs and other evidence as proof of completion of your project. For example, links to your website/blog, curriculum created by you, flyers advertising your event, etc.

For graduating high school seniors, you have until September 30 of the year you graduate or until you turn 18 (whichever gives you more time) to submit a Final Report.

Your Gold Award Final Report will be sent to the Gold Award Committee for review on the first working day of the month. Everything you document and submit will be assessed. Your report will be evaluated to ensure that you have fulfilled your Gold Award proposal, including making sure that all activities are consistent with Safety Activity Checkpoints and GSCCC policies.

DEADLINES

First business day of the Month

You must submit your complete Proposal or Final Report (including attachments!) to the Go Gold online system before the first business day of the month to be eligible to participate in that month's review.

March 31

Graduating seniors must submit your initial Proposal into Go Gold by March 31, the year she is graduating.

September 30 after you graduate from high school/your 18th birthday

This is the FINAL deadline if you wish to earn your Gold Award. You must have your Final Report turned in by September 30 after you graduate from high school or by your 18th birthday, whichever gives you the most time. We recommend you turn in your final report at least a month before this due date to permit time for any necessary revisions.

GOLD AWARD TAKE ACTION PROJECT EXAMPLES

There are various ways to find excellent Gold Award project examples. Ask your Troop Leader, Mentor, or Service Unit representatives for projects they have seen or been a part of. GSUSA's YouTube page is filled with National Gold Award Girl Scouts talking about their projects. GSUSA also provides a list of ideas to get you started: https://www.girlscouts.org/gogoldonline/pdf/GoGold-Project_Ideas.pdf. You can also reach out to current Gold Awardees who might be able to give you advice in addition to telling you about their project.

INDIVIDUALLY REGISTERED GIRL SCOUTS (JULIETTES)

If you are an individually registered member of Girl Scouts, there are some slight differences in the process.

Paperwork

Since you are not in a troop, your registered Girl Scout parent or mentor may sign all your forms.

Money

You cannot earn money for yourself as an individual Girl Scout. Money you earn (from product sales, etc.) must go into an account held by a service unit.

In order to use any funds, you must present your need/s to that group. There is no guarantee that you will have access to the full amount of money that you earned. The dispersal of funds is a group decision. We suggest you first check with your Staff Liaison about available options before making a decision regarding the group that will house your earned money.

NATIONAL GOLD AWARD GIRL SCOUT

Every year, ten exceptionally inspiring Girl Scout Gold Award recipients are chosen as National Gold Award Girl Scouts.

This honor is given to Girl Scout Seniors and Ambassadors who's Gold Award projects demonstrated extraordinary leadership, had a measurable and sustainable impact, and addressed a local challenge related to a national and/or global issue. These young women are taking matters into their own hands and being the change the world needs!

Each Girl Scout council throughout the United States is invited to nominate up to three young women for National Gold Award Girl Scout designation from GSUSA. Girls that earn their Gold Award between April 1, 2019 and March 31, 2020 are eligible to apply to be one of Girl Scouts of California's Central Coast's (GSCCC) nominees.

If selected by GSUSA, each National Gold Award Girl Scout will receive:

- An academic scholarship from the Kappa Delta Foundation in the amount of \$5,000
- A Susan Bulkeley Butler scholarship in the amount of \$10,000
- Professional training in public speaking and media provided by GSUSA
- A profile featured on GSUSA's Facebook page, blog, and other social media outlets

Want to apply? Please log in to <https://gogold.girlscouts.org> and submit your application **no later than 11:59 pm on April 10, 2021**.

GOLD AWARD ATTACHMENTS

The more information you share with the Gold Award Committee, the better understanding we will have of your project. The attached documents are not required, but encouraged to help the Gold Award Committee understand the depth of your project and how well prepared you are. These tools are intended to help guide your planning.

Please email these documents to mygoldaward@girlscoutscoc.org or attach them to your Project Proposal and/or Final Report.

PARENT/GUARDIAN INFORMATION SHEET

Name of Gold Award Applicant	
Name of Parent/Guardian	
Parent Phone Number	
Parent Email	

Parents and guardians play a significant role in supporting a girl's path toward the Gold Award. However, it should be the girl's decision whether to complete the process, as it **MUST** be the girl's project. It is something she has to want to do herself.

Parents and guardians can assist a girl by:

- ☐ Reading through the materials so that you feel comfortable in offering support.
- ☐ Remembering that her Gold Award project must be based on her passion.
- ☐ Encouraging and supporting her.
- ☐ Recognizing that she is capable, competent, and worthy of respect as she assumes greater citizenship, responsibility, and leadership. Her way may not be your way.
- ☐ Aiding her in developing a network of adults.
- ☐ Ensuring she is not over-stressed and is supported by the family in her endeavors.
- ☐ Helping and supporting with safety and money guidelines. These help ensure the safety of your daughter and others, as well as the integrity of the Girl Scout program.
- ☐ Allowing her to stumble and learn the lessons that come with a Gold Award project. She will be working with a Project Advisor, an adult who has skills specific to her project, and a Gold Award Committee member who has been trained to assist her.
- ☐ Joining in the celebration as she is honored for her accomplishments.

If your daughter has any physical, emotional, or mental condition (including dyslexia, ADHD, etc.) that would alter her participation or evaluation of a Gold Award project in any way, you must notify your local Gold Staff Liaison **PRIOR** to the initial interview and let us know what we can do to accommodate her needs. Evaluations will be based on ability.

Signature of Parent/Guardian:

Date:

PROJECT ADVISOR PROFILE

Please type all content. Signature and date must be handwritten.

Fill out one form for each advisor.

Gold Award Applicant's Name	
Gold Award Project Title	
Gold Award Project Advisor's Name	
Advisor's Phone Number	
Advisor's Email:	

<p>Why have you chosen this person to be your Gold Award Project Advisor?</p>
<p>How will this person help you to have a successful project?</p>

I agree to be the Gold Award Project Advisor for the above-named Girl Scout.

Project Advisor's signature:

Date:

PRELIMINARY BUDGET

You do not need the exact costs of your project yet. We just want to see an initial estimate for what you are looking to accomplish.

Supplies - Supplies are things that are consumed, such as poster boards, paints, refreshments, prizes, etc.

Supply	Approximate Cost	Source
For example: Markers	\$4.29 a set	Oriental Trading Company

Materials - Materials are items you will need for your project and may or may not be part of your finished project. This may include building materials such as lumber, etc.

Material	Approximate Cost	Source
For example: cement block	\$1.40 each * 100 = \$140	Home Depot

Other Needs - This includes items that do not fit the other two categories. This may include travel expenses, vendor fees, copy & print, website fees, etc.

Item	Approximate Cost	Source
For example: Room Rental	\$0 - Donated	Teen Center

INITIAL TIME LOG

As you plan your project, think ahead to how you will meet the time requirement. If you find that your project comes short, it may mean your project is too simplistic and you should add another component to it. If you find that you are going well over the 80 hours, your plan may be difficult to achieve and you may want to consider simplifying.

Note that the below is a template. You may use your own document or spreadsheet provided that it is typed and includes the same information as the below template.

You may count up to 30 hours prior to project approval. They must be documented here.

Dates	Pre-Approval Activities (Be Detailed!)	Duration of <i>Each</i> Activity
		Total:

It is suggested that projects take approximately 3-5 months and a minimum of 50 hours after approval.

Month	Proposed Activities (Be Specific!)	Estimated Duration of <i>Each</i> Activity
		Total this month:
		Total this month:
		Total this month:

FINAL BUDGET

Income - Money that is earned or donated to your project.

Description including how the money was earned or who donated.	Amount
	Total:

In-kind Donations - List items that were donated to you.

Description of item donated, how you used it, and who donated it.	Approximate Value

How were donors thanked?

Expense - Money that was spent on your project.

Item	Description	Source	Total Cost

The income and expenses of your project should balance. For example, if you raised \$100 your project, expenses should be \$100. Extra income should be returned to donors if you find that your project costs less than you raised. If the expenses and income do not balance, please include an explanation below.