

Gold Award Take Action Project | Checklist for Completion and Submission

Pre-Project:

- Confirm you are registered Girl Scout Senior or Ambassador
- If you have completed your Silver Award, complete one Senior or Ambassador Journey plus one Journey Take Action Project
- If you have not completed your Silver Award, complete two Senior or Ambassador Journeys plus two Journey Take Action Projects
- Submit Gold Award Project Proposal to council
- Interview with Highest Award Committee and receive approval

Project:

- Build team, including community partners to work with
- Meet criteria for Take Action Projects (i.e. not a collection and/or donation)
- Contribute the recommended minimum of 80 hours
- Submit an individual Final Report detailing the unique experience
- Submit an individual Time Log detailing the 80 hours
- Make copies of Final Report, Time Log, and additional materials
- Submit project to council as one complete packet (all Final Reports, Time Logs, receipts, photos, etc.) by September 30 of graduation year

Post-Project:

- Send pictures to the GSMIDTN Communications Department (CommunicationsDept@gsmidtn.org)
Date Completed: _____
- Receive email from council that Final Reports have been received
Date Completed: _____
- Receive email from council that Final Reports have been approved
Date Completed: _____
- Send thank you notes to community partners and others who work with you
- Receive email with details for the upcoming Highest Award Ceremony
- Celebrate!

Your Name: _____

Gold Award Take Action Project | Cover Sheet and Request for Additional Information

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____ Phone: _____

Graduation Year: _____ School: _____

Principal's Name: _____

School Address: _____

Title of Gold Award Project: _____

Primary Focus Area: Civic Engagement Healthy Living Financial Literacy
 STEAM (Science, Technology, Engineering, Arts, and Math)

Parent/Guardian Names: _____

Troop/Group Number: _____ Troop/Group Volunteer: _____

Troop/Group Volunteer Phone: _____ Email: _____

Girl Scout Gold Award Project Advisor: _____

Project Advisor Organization: _____

Project Advisor Phone: _____ Email: _____

Take Action Project Photos

Be sure to take four to six digital photos of your project before, during, and/or after to submit with your final report. All photos should be high-quality, clear photos with no text or Photoshop effects.



Your Name: _____

Upon completing your project, submit the original completed form to your council. Make copies for your Girl Scout Gold Award Project Advisor and you to keep.

List the names of individuals and organizations that worked with on your Take Action Project.

Team Members	Affiliation	Role



Your Name: _____

Take Action Project Description

Describe your Gold Award Take Action Project in 75 words or less. Be sure to include at least one of these key points: what you did to address your issue, who/how it will be sustainable, the national or global link(s), and how you spread the word about your project.

Take Action Project

Project Title: _____

Start Date: _____ Completion Date: _____ Hours: _____

Describe the issue your project addressed, what impact you had hoped to make, and who benefited.

What was the root cause of the issue? How did you address it?

How will your project be sustained beyond your involvement?



Your Name: _____

Explain the national and/or global link to your project.

Describe any obstacles you encountered and what you did to overcome them.

Describe what steps you took to inspire others through sharing your project (website, blog, presentations, posters, videos, articles, and so on).

Describe what you learned from this project, including leadership skills you developed. What did you learn about yourself as a result of this project?

What was the most successful aspect of your project?

What aspects of your project would you change or do differently if you could start over?



Your Name: _____

Impact Planning Chart

Using the Impact Planning Chart below, describe the impact your project has and will have on your community, your target audience, and you.

Impact On...	Goals	Immediate Impact	Potential Future Impact
<i>Community?</i>	<i>What community issues did you address?</i>	<i>What are concrete examples that you made a difference?</i>	<i>What examples of the project impact might you see in the future?</i>
<i>Target Audience?</i>	<i>What skills, knowledge, or attitudes did your target audience gain?</i>	<i>What demonstrates that the target audience gained skills or knowledge?</i>	<i>What would be examples of a long-term impact on your target audience?</i>



Your Name: _____

The following is a list of the 15 Girl Scout Leadership Outcomes.*
Which do you think you were able to develop through this project?

Discover:

- I will develop a stronger sense of self.
- I will develop positive values.
- I will gain practical life skills.
- I will seek challenges in the world.
- I will develop critical thinking.

◆ *List One or Two Examples of Your Growth as a Leader:*

Connect:

- I will develop healthy relationships.
- I will promote cooperation and team building.
- I will resolve conflicts.
- I will advance diversity in a multicultural world.
- I will feel more connected to my community, locally and globally.

◆ *List One or Two Examples of Your Growth as a Leader:*

Take Action:

- I will identify community issues.
- I will be a resourceful problem solver.
- I will advocate for myself and others, locally and globally.
- I will educate and inspire others to act.
- I will feel empowered to make a difference in the world.

◆ *List One or Two Examples of Your Growth as a Leader:*

*Want more information on the Girl Scout Leadership Outcomes?
Visit www.girlscouts.org/research/publications/outcomes/transforming_leadership.asp.

Your Name: _____

Possible Future Impact

How do you think your leadership skills will grow in the future because of this project?

By signing below, we (girl, project advisor, parent/guardian, and troop leader/volunteer) agree and understand that the Girl Scout Gold Award Take Action Project:

- It cannot solely benefit the Girl Scout community
- It cannot just a collection or donation drive
- It cannot be a fundraiser for another organization
- It is not simply volunteering time for another organization in an already existing project

Girl Signature: _____ Date: _____

Project Advisor Signature: _____ Date: _____

Completion Date: _____ Final Report Submission Date: _____

Council Representative Approved _____ Date: _____



Your Name: _____

On your behalf, Girl Scouts of Middle Tennessee will request congratulatory letters from elected officials (including the President and Vice-President of the United States) and members of the USA Congress, as well as state and local government officials and a number of other agencies.

Please provide the names and address of your elected officials to help expedite these requests.

National Contacts

U.S. Senator's Name: _____

Office Address: _____

U.S. House Representative's Name: _____

Office Address: _____

State Contacts

State Senator's Name: _____

Office Address: _____

State Representative's Name: _____

Office Address: _____

Local Contacts

Mayor's Name: _____

Office Address: _____

County Government Official's Name: _____

Office Address: _____



Your Name: _____

How You Earned Money <small>List all activities.</small>	Income	How You Spent Money <small>Attach all receipts.</small>	Expenses	Remaining Funds
<i>Example: cookie money</i>	\$87.00	<i>wood and nails</i>	\$85.50	\$1.50

If you had any income left after your Take Action Project, what was the money used for?



Your Name: _____

Date	Hours	What Did You Do? Be specific.

_____ = Total Number of Hours



Your Name: _____

Submit completed form to:

Girl Scouts of Middle Tennessee
Attn: Gold Award
4522 Granny White Pike
Nashville, TN 37204

OR

VolunteerResources@gsmidtn.org

For questions, contact:

Volunteer Resource Manager
(615) 460-0255
VolunteerResources@gsmidtn.org