

## **Silver Award Take Action Project | Checklist for Completion and Submission**

*Please note: Each girl earning her Silver Award should submit an individual Final Report.*

### **Pre-Project:**

- Confirm all group members are registered Girl Scout Cadettes in sixth, seventh, or eighth grade
- Complete Cadette Journey
- Complete Journey Take Action Project

### **Project:**

- Build team, including community partners to work with
- Define issue for Take Action Project to address
- Meet criteria for Take Action Projects (i.e. not a collection and/or donation)
- Contribute the recommended minimum of 50 hours for each girl
- Submit an individual Final Report detailing the unique experience for each girl
- Submit an individual Time Log detailing the 50 hours for each girl
- Submit project to council as one complete packet (all Final Reports, Time Logs, receipts, photos, etc.) by September 30 of ninth grade 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 girls
- Receive email with details for the upcoming Highest Award Ceremony
- Celebrate!



Your Name: \_\_\_\_\_

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

*Please note: Each girl earning her Silver Award should submit an individual Final Report.*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Age: \_\_\_\_\_ Grade: \_\_\_\_\_ School: \_\_\_\_\_

Title of Silver Award Project: \_\_\_\_\_

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

Girl Scout Silver Award will be earned as:     Individual     Group (max. 4)

Parent/Guardian Names: \_\_\_\_\_

Troop/Group Number: \_\_\_\_\_ Troop/Group Volunteer: \_\_\_\_\_

Troop/Group Volunteer Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Girl Scout Silver Award Project Advisor: \_\_\_\_\_

Project Advisor Organization: \_\_\_\_\_

Project Advisor Phone: \_\_\_\_\_ Email: \_\_\_\_\_



Your Name: \_\_\_\_\_

Group Member Names (if applicable)	Grade
1.	
2.	
3.	
4.	

Adult Names	Relationship (adult, leader, parent, etc.)

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 Silver 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 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.

### **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 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 did you learn from others who worked to solve the same problem? How did that help you make your project better?

What do you know now that you didn't know before?



Your Name: \_\_\_\_\_

**By signing below, we (girl, project advisor, parent/guardian, and troop leader/volunteer) agree and understand that the Girl Scout Silver 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: \_\_\_\_\_

*I, **Girl Scout Troop Leader/Volunteer**, have reviewed the above Girl Scout Silver Award Project Final Report including answers to the Take Action Project questions. I am aware of the requirements and guidelines of the Girl Scout Silver Award set forth by both GSUSA and Girl Scouts of Middle Tennessee, and believe that this project aligns with those requirements.*

Troop Leader/Volunteer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_ Final Report Submission Date: \_\_\_\_\_

Council Representative Approved \_\_\_\_\_ Date: \_\_\_\_\_









Your Name: \_\_\_\_\_

**Submit completed form to:**

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

OR

[HighestAwards@gsmidtn.org](mailto:HighestAwards@gsmidtn.org)

**For questions, contact:**

Alice Fair  
(615) 460-0241  
[AFair@gsmidtn.org](mailto:AFair@gsmidtn.org)

