



GIRL SCOUT SILVER AWARD GUIDELINES FOR GIRLS

Girl Scout Council of Tropical Florida, Inc.
11347 SW 160th Street
Miami, FL 33157
305-253-4841
1-800-282-9576
www.girlscoutsfl.org

Going for the Girl Scout Silver Award

Have you ever looked around your neighborhood or school and wondered how you could make a change for the better? Going for the Girl Scout Silver Award—the highest award a Girl Scout Cadette can earn—gives you the chance to show that you are a leader who is organized, determined, and dedicated to improving your community. Earning the award puts you among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.

It is important to keep accurate records and documents of your work. The Girl Scout Silver Award Final Report must be submitted to the Girl Scout Council of Tropical Florida, Inc. to be approved before the Girl Scout Silver Award is presented.

You must be registered as a Girl Scout Cadette to begin work on the Silver Award. Work started prior to bridging to a Girl Scout Cadette may not be applied toward this award, nor can you finish up the work as a Girl Scout Senior. All paperwork must be submitted and completed by the end of your last membership year of Cadettes, by September 30th of the beginning of your 9th-grade year. Final Reports need to be submitted to Girl Scout Council of Tropical Florida, Inc. in order to receive the Silver Award. Leaders are responsible for purchasing the Girl Scout Silver Award Pin from the council store. The Program Department will provide a Girl Scout Silver Award Certificate at the completion of the project for each recipient.

Each spring the Girl Scout Council of Tropical Florida, Inc. host an award ceremony for all girls who have completed either the Girl Scout Silver or Gold Award during the previous membership year.

Girl Scouts Silver Award forms can be obtained in three ways:

1. Downloading from the Girl Scout Council of Tropical Florida, Inc. website.
www.girlscoutsfl.org
2. Requesting a packet at GSCTF, Program Dept., 11347 SW 160th Street, Miami, FL 33157
3. Calling for a packet at 305-253-4841, ext. 225

Silver Award Blueprint



Girl Scout Silver Award Guidelines

Once you complete your journey, the suggested minimum time for earning your Girl Scout Silver Award is 50 hours. These suggested hours are a guide. You can start by planning the time in chunks, dividing it up by the steps.

As a Girl Scout, you are committed to doing your very best with each step, but how much time per step is different for every Girl Scout, so the hours aren't a rule. Remember, too, that the hours include the fun and challenges you'll share with your Silver Award team. Each step you take toward making a difference in the world around you gives you a great chance to learn and grow, and that will make your award project an amazing one!

Step 1: Go on a Cadette Journey

The first requirement for earning your Girl Scout Silver Award is completing one Cadette journey. Choose either *It's Your World—Change It!* or *It's Your Planet—Love It!* This important step helps you build the skills you need to take on your award project and understand how to show leadership through the discover, connect, and take action keys.

Once you've finished your journey, celebrate your accomplishment and get ready to move forward toward your goal: earning a Girl Scout Silver Award! (*Tip:* Keep your journey(s) handy as you work toward your award—you might find yourself going back to it for ideas.)

Step 2: Identify Issues You Care About

To solve any problem, you must first identify it. Start by asking yourself what matters most to you.

- Do you find yourself reading articles about endangered species?
- Do you worry about where homeless children sleep at night?
- Do you wish that younger students had a cheerful place to stay after school while waiting for their parents to pick them up?

If so, what connections can you make between the issues that you care about and the issues in your own community?

Start by jotting down some issues that concern you in the following Issues Chart. You're not choosing your project yet, just tuning in to the topics you care about.

Issues Chart

Issue that Concern You	Why Is it Important to You?	How Does this Issue Affect Your Community?

Step 3: Build your Girl Scout Silver Award Team

There are two ways to earn your Girl Scout Silver Award: You can work with a small team of three to four girls, or you can create and implement your own project.

- **Small team model:** The girls you work with can be Girl Scouts, non-Girl Scouts, or a combination of both. If the other Girl Scout Cadettes on your team also wish to earn the Girl Scout Silver Award, each girl must play an active role in choosing, planning, and developing the team’s Take Action project. Keeping your team small ensures that everyone can participate fully. You and your team will also partner with others in the community to complete your project.
- **Solo model:** You can create and implement a project on your own. However, if you choose the solo option, you will still want to partner with others in your community (friends, neighbors, and business owners) in order to earn your award. After all, leaders like you know how to team up with others, even when they’re in charge.

If you’ve decided to work independently, you can skip to step 4. If you’re working with other Girl Scout Cadettes who also wish to earn the Girl Scout Silver Award, use the following tips to create a great team.

Build a team whose members all commit to:

- Respecting different points of view and ways of work
- Contributing to the project—everyone needs to help out!
- Accepting constructive suggestions
- Working together to create and develop a plan
- Resolving conflicts

Team members don't always agree, but leaders know how to help others get along. When disagreements arise, remember:

- To be considerate and respectful of your fellow teammates
- To be a sister to every Girl Scout on your team
- That cooperation is very important when working with others

After you've built your team, hold your first meeting! If you don't know each other well—or even if you do!—play a team game to get better acquainted. Spend some time discussing what makes a great team and how you'd like your team to work together. Write everyone's suggestions on a large piece of paper and post that paper on the wall every time you have team meetings. Before the end of your first meeting, discuss how often you want to get together and where you'll meet.

Step 4: Explore Your Community

Now that you have begun to think about issues that concern you, it's time to do some exploring to find out what your community needs are and where your areas of interest and the community needs may overlap.

Communities are groups of people who have something in common. You belong to many communities: Your school is a community, for example. So is your math class or your debate team. Even kids who ride the same bus every day are a community. Other communities include your neighborhood, your place of worship, your town, and so on. Think about what communities you belong to.

After you've listed your communities, think of ways to “map” them. A community map is a drawing that shows the community's needs and resources, including contacts who might help you when you start working on your Take Action project.

The key to making a community map is *observation*. Because a community is made up of people, you'll be looking for what people *need*—that is, what will improve their lives, help them out, or make them happier. To get started, try walking through your school, biking around your neighborhood, or taking a bus ride through your town. During the course of your travels, you'll naturally see different aspects of your community as you shop at stores, gather at your Girl Scout meeting place, go to school, and so on.

You can also visit places (such as the library, town hall, or community center, or your church, synagogue, or mosque) where there are people and resources who can help you identify community needs. You might even attend one or more town meetings to find out what concerns people in your area.

Continue to draw your map by writing down the things you see that could be improved or places where your special talents and skills could be used. (*Tip:* Go back to your journey(s) for more ideas about spotting community needs.) When you meet people who might be able to help you with your project, jot down their names and contact information in the following Community Contact List.

Community Contact List

Community Contact	Organization	Contact information	How They Can Help

Now it's time to talk to people to get in-depth information about community issues. As you conduct interviews, you'll improve your communication skills, begin to see how your time and talents can make an impact, and build a network of contacts you may need when you do your Take Action project.

Start by talking to people you know, such as neighbors or teachers, and then asking them to introduce you to other people in your community, such as business owners, neighbors, teachers or school officials, religious leaders, council members, police officers, and staff members at community centers.

Note: Always be safe when you talk to new people! Discuss safety tips with your troop/group volunteer and family, and always go with a friend or team member. Also, before going online, remember to take the Girl Scout Internet Safety Pledge at www.girlscouts.org/internet_safety_pledge.asp. And of course never give out your address, or any other personal information when you're on the Internet.

Prepare your questions ahead of time so you can use your interview time wisely. Here are some questions to get you started:

- I'm interested in doing a project that will help the community. What are some of the issues affecting our community? Do you know about how people have tried to work on these issues in the past? What worked? What didn't work?
- Can you suggest a project I could do to address one of these issues?

Step 5: Pick Your Take Action Project

You've come a long way to get to this point! Now that you've thought about the issues you care about and explored your community, it's time to choose a project based on what you've learned.

Before you pick your project:

- Review your Issues Chart, community map, and interview notes. If you are working with a team, do this together, of course! If you are on your own, pull a few people together (such as your troop/group volunteer, friends, sisters or brothers, a teacher, and so on) to help you sort through all you have gathered.
- Choose a project based on what matters most to you or where you think you can create some positive change. If you have a hard time deciding, write a pro/con list for each choice. If you are working on this part solo, ask your troop/group volunteer for help.
- Many issues are big and complicated—and hard to fix! It might be a good idea to narrow your focus. Pick just one aspect of your issue, and then develop a solution to that specific problem. (Imagine focusing a camera lens in order to get a clear picture. The process of focusing an idea so that it's simple and clear is just like that.)
- Remember, you can always go back to your journeys for project ideas and examples.

After you've chosen your project, make sure everyone is clear about what you want to do and why. As a team, answer these questions:

- What is our project?
- Why does it matter?
- Who will it help?

Think about the following:

- Which of your leadership skills do you think you'll use as you work on your Take Action project?
- How will these skills help you better understand who you are and what you can do?
- How will you live the Girl Scout Promise and Law while earning your Girl Scout Silver Award?

Step 6: Develop Your Project

Now that you've chosen a project, it's time to make a plan.

Before You Start

The following questions will help you think through your project before you get started:

- What steps do we need to take to reach our goal?
- What special talents can each girl use to help make the project a success?
- What did we learn when we earned our Girl Scout Cadette journey awards that will help us make sure this project runs smoothly?
- Do we know enough to get started or do we need more background information? Where can we get that information?
- Which groups or organizations can we work with? Who can we ask for help?
- How can we get other people involved?
- What supplies will we need?
- How will we earn money for our project, if necessary? Your troop/group volunteer can help you come up with money-earning ideas that follow Girl Scout policies. You can also ask for donations—for example, if you want to create a mural, the owner of the local hardware store may give you paint. And remember, your time and talents are often more important than money. For example, one girl was worried about food waste at her school. She could have raised money to buy compost bins. Instead, she used her advocacy skills to persuade school and town officials to set up a composting system. So be creative! You may realize you don't need that much money after all.
- How much time do we need to finish our project? Is that timeline realistic?

Make It Last

You'll be investing a lot of yourself in your project, so of course you'll want to develop it in such a way that it keeps going even after you're done. After all, this is a chance for you to make your mark in your community!

For example, if you think the kids at your local elementary school need more interesting stuff to do at recess, you might plan a week of special activities. But then what? Well, how about planning team games that the fourth-graders can do with the second graders all the time! Your Take Action project keeps going and going and going. . . .

Remember to keep it simple! A clear, focused, and well-thought-out plan can often be more sustainable than taking on a huge project. Here are some examples of Take Action projects that will last:

Take Action Project #1

Problem: Kids can't walk to school safely because there aren't any sidewalks.

Root cause: Lack of planning when the roads were built.

Solution with long-term impact: Create a petition asking that a sidewalk be built, get local residents to sign it, and present it to the city council.

Making the solution sustainable:

- Once the sidewalk is built, it will be in place for years, offering a safe route for future generations.
- You may need to encourage kids to change their habits and walk—that can be a fun group activity.

Take Action Project #2

Problem: Children in homeless shelters often struggle in school.

Root cause: Lack of stability and family resources, both financial and emotional.

Solution with long-term impact: Work with a local homeless shelter and school to establish an ongoing tutoring program that matches student volunteers with children in the shelter.

Making the solution sustainable:

- Work with the school and shelter to find adult staff members who will continue to coordinate the program.
- Establish a transition tradition, such as an end-of-school-year party, where potential new student volunteers can meet current volunteers and people in the homeless shelter.

Find a Project Advisor

Your project advisor is an expert who can answer specific questions about your issue. Look at your list of the people you met while researching issues. Is there someone who can serve as a project advisor? If you have not yet met anyone who is familiar with your issue, talk to your troop/group volunteer. She or he might be able to help you identify experts in your community.

Make a Global Connection

Think about others who may have worked on the same problem in the past, or check the Internet to see how others around the globe deal with your issue. What can you learn from their approach? Consider how you may be able to extend the reach of your project into other communities besides your own. Are there ways to share your plan with other communities who are facing the same issue? Can you create a plan that other people could use to replicate your project in their own communities?

Take One Last Look

By this point, you're probably anxious to get started. But before you get going, take a step back and look at your project one more time. You may need to narrow your focus a bit more or shift your approach slightly in order to make the project work. That's okay! Taking some time to fine-tune your project now will make it easier to actually get it done.

Ask other people for feedback, especially your troop/group volunteer. She or he will make sure your project idea is complete and meets all the requirements for a Girl Scout Silver Award Take Action project.

Even though you've done a lot of work already, remember to be open to new ideas and suggestions. You may need to rethink certain parts of your project idea, but this will help you refine your project and make it better. Once your project idea meets the requirements, you'll be ready to get started!

Step 7: Make a Plan and Put It Into Motion

It's time to get started! Your project needs to involve action by you and your Silver Award Team (if you have one), from the planning stages all the way to earning the Girl Scout Silver Award.

Build a list of what you need to do and how it can be done, and then figure out who will be doing what. Remember that you're a team, so one or more girls can volunteer for each task. Also decide when each task needs to be finished. Then write all the information in a Make a Plan chart like the one that follows.

Make a Plan

What Is the Task?	Who Will Do It?	How Will the Task Be Done?	When Will It Be Done?
<i>Research how a petition is presented to the city council.</i>	<i>Monique</i>	<i>Talk to a council member or the mayor</i>	<i>September 7</i>

When your steps are identified and your plan is set . . . do it! Keep a record as you go by taking photos, shooting video, or making a scrapbook. Not only will it make it easier to share your story when you're finished, but it's lots of fun!

Step 8: Reflect, Share Your Story, and Celebrate

Congratulations, you have completed a project that makes a difference! Take some time to reflect on what you have accomplished. These questions may get you started:

- What did you **discover** about yourself?
- How did you **connect** with your local and global communities? Who do you know now that you didn't know before?
- What did you learn from others who worked to solve the same problem?
- How did that help you make your project better?
- What skills did you gain (such as public speaking, team building, advocacy, blogging, and so on) that help you as a person and a leader?
- What impact did your **Take Action** project have on your community? How will it go on past your involvement?
- How did you live the Girl Scout Promise and Law?

Demonstrating to an audience what you have learned sets the stage for even broader impact, and is sometimes the best way for you to recognize what you have accomplished and see how much you have grown. It will also help you get others inspired to act!

Here are some ideas for how you can share your story:

- Create a Web site or blog about what you have learned and how your project will help your community.
- Log on to some Web sites where you can share your story:
 - World Association of Girl Guides and Girl Scouts: www.wagggg.org/en/projects
 - Taking it Global: www.tigweb.org
 - Global Youth Service Day: www.globalyouthserviceday.org
- At a workshop for community members, present what you have learned and what your project will do for the community. Or do a presentation for a group of younger Girl Scouts—you will definitely inspire them!
- Make a video about your project and post it online. Invite friends, community leaders, and people from organizations that are tackling a similar issue to watch and share your video with others.
- Write an essay or an article for your local or school newspaper.

As you wind down your project, remember to thank all the people who helped you along the way, from the people you interviewed to those who drove you around town! Not only is this good manners, but also an inspiration to people when they hear what you've done—and they'll be proud to know they helped make it happen.

Now celebrate your accomplishment! You took the challenge and made a difference in your world!

Money and the Girl Scout Silver Award

Remember that Girl Scouts cannot raise money for any other organizations. Refer to *Safety-Wise* Standard #33, page 76.

As a girl member of Girl Scouts you can't ask for money, materials, or services. This asking is considered fundraising by the IRS and Girl Scout policies—and for a lot of reasons (legal and otherwise), adults are the only people who can raise money for Girl Scouting. Since adults can solicit money, work with an adult partner if you need a donation of materials or funds. You **can** describe your project to others, write a letter, create a PowerPoint presentation or write the grant, but an adult has to do the actual ask and sign on the dotted line.

Don't forget to get council approval for money earners; contact the council staff member in charge of the Girl Scout Gold Award for the appropriate paperwork.

All materials that are donated need to have a Gift in Kind Form filled out; see attached documents. Remember to keep track of all money spent and any donation of material and funds. This all needs to be included in your final project budget.

Use the following procedure if it is necessary to earn money to support your Girl Scout Silver Award project.

1. Some pieces of *Safety-Wise* section on money earning are reproduced and included here.
2. Submit a copy of the Application for Permission to Conduct Money-Earning Activities to Yamilet Blanco. A final report of the project should be submitted to Yamilet Blanco at the conclusion of your project. Keep a copy of the final report form yourself.

From *Safety-Wise* Standard 28

Activities Involving Money

“Group money earning” refers to activities following a planned budget and carried out by girls and adults, in partnership, to earn money for the group treasury. “Council-sponsored product sale activities” are council-wide sales of authorized products, such as Girl Scout Cookies or calendars, in which groups participate. The funds are for Girl Scout activities and are not to be retained by individuals as their property.

Girls' participation in group money-earning projects or council-sponsored product sale activities is based on the following:

- Voluntary participation
- Written permission of a parent or guardian
- Council guidelines

- An understanding of and ability to interpret to others why the money is needed
- Correct business procedures
- Observance of local ordinances related to involvement of children in money-earning activities
- Adherence to guidelines for personal protection
- Planned arrangements for safeguarding the money

Girl Scouts, in their role as Girl Scouts, may not raise or solicit money for other organizations.

From *Safety-Wise* Standard 29

Group Money-Earning Activities

Money-earning activities are valuable program activities for girls.

Group leaders obtain written approval from their council before starting a group money-earning project. Money-earning activities may not be conducted on the Internet. The number of money-earning projects may not exceed the amount of money needed to support group activities. The group determines the amount to be raised by preparing a group budget. Group money-earning activities need to be suited to the ages and abilities of the girls and consistent with the goals and principles of Girl Scout program. Review all procedures and equipment used to ensure that the activity is environmentally sound and the equipment is safe for girls to use. Some examples include making items and selling them; washing cars; putting on meals or dances for families; providing a gift-wrapping service; recycling beverage cans; working at special events in the community.

Obtain the permission of a parent or guardian and make sure adults are present at all times when girls participate in money-earning activities outside their group meeting place.

From *Safety-Wise* Standard 33

Fund Raising for Other Organizations

Girl Scouts, in their Girl Scout capacities, may not solicit money for other organizations. Girl members may support other organizations through service projects or a donation from their group treasury.

Some examples of suitable service projects to support other organizations include stuffing envelopes, delivering informational pamphlets to businesses, helping to organize and catalog books for a library book sale, serving as aides, or providing record-keeping assistance.

Girl Scouts, in their capacity as Girl Scouts, may not raise or solicit money for other organizations, or participate in walkathons or telethons or similar activities that raise funds for other organizations.

From GSCTF Program Policies, Standards and Procedures

Money - Earning & Council Sponsored Product Sale Activities, pg. 16

4. There shall be no product sales by Girl Scout Daisies, Brownies, Juniors and their troops other than the council Girl Scout Cookies Sale, and Fall Product Sales. Girl Scouts Cadettes, Seniors and Ambassadors and their troops may participate in other approved product sales provided they participate in the Council Girl Scout Cookie Sales and the Council Fall Product Sales.

Money-Earning Activities

Suggested activities, coded by appropriate age level:

- Petsitting, dog wash, or walking service B,J,C,S,A
- Car wash J,C,S, A
- Bake sale B,J,C,S,A
- Yard sale B,J,C,S,A
- Auction J,C,S, A
- Raking leaves, shoveling walks, weeding gardens B,J,C,S,A
- Babysitting at Town Meeting, school meeting, or other public places J,C,S,A
- Delivery service B,J,C,S,A
- Birthday party service C,S,A
- Ironing or laundry service C,S,A
- Collect and redeem recyclable materials B,J,C,S,A
- Catering meals for meetings or organizations J,C,S,A
- Put on a play, fashion show, talent show, karaoke night, family dance, game night, or costume party B,J,C,S,A
- Conduct classes for younger children in crafts, bike repair, sports clinics C,S,A
- Sell items from GSUSA-approved vendors (candy, nuts, wrapping paper, T-shirts, pens, etc.) B,J,C,S,A (Call the Regional Office to get information about approved vendors.)

* Check with Council for more information on these activities.

*Craft sale B,J,C,S,A

*Put on a breakfast, tea, or supper J,C,S,A

*Holiday gift-wrapping J,C,S,A

*House cleaning service J,C,S,A

Not Appropriate

- Games of chance, raffles, casino nights, home demonstration products, coupons from restaurants, receiving a percentage of sales from a business during a specific time frame, "a-thons" (walk-a-thon, bike-a-thon, etc.).

Questions about appropriate money-earning activities should be directed to Council.



Final Report
Girl Scout Silver Award
Girl Scout Council of Tropical Florida, Inc

Please type or print in black ink (use additional sheets if necessary). Submit the original completed form to council. Make copies for your Girl Scout Silver Award project advisor and you to keep. When you submit your final report, please include copies of any written material, documentation, photographs (digital preferred), or evaluations that were part of your project as well as your time log and any Gift In Kind Forms.

Contact Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Your E-Mail: _____

Parent / Guardian Name: _____

Age: _____ Grade: _____ School: _____

Troop/Group Number: _____ Service Unit: _____

Month / Year Registered as a Cadette: _____ # of years in Girl Scouting: _____

Troop/Group Advisor: _____

Troop/Group Advisor's Phone: _____ E-mail: _____

Girl Scout Silver Award Project Advisor: _____

Project Advisor's Organization: _____

Project Advisor's Phone: _____ E-mail: _____

Silver Award Workshop date: _____

Girl Scout Silver Pre-requisites: List the journey that you have completed along with your troop/group volunteer's signature.

Cadette Journey Book	Date Completed	Troop/Group Volunteer's Signature

Your Team

List the names of individuals and organizations that you plan to work with on your Take Action project. This is a preliminary list that may grow through the course of your project.

Team Members	Affiliation	Role

Take Action Project

Project Title: _____

Start Date: _____ Completion Date: _____ Hours: _____

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

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

C. How will your project be sustained beyond your involvement?

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

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

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

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

GIFT IN KIND DONATION

I, _____ (print name),
hereby unconditionally and irrevocably give to the Girl Scouts Council of Tropical Florida, Inc., the property
as described below.

Description of gift in kind:

Value of donation (as assigned by donor): \$ _____

Donor Signature: _____ **Date:** _____

Business or individual name: _____

Address: _____

Phone: _____ E-mail: _____

Received by: _____ Date: _____

GSCTF Staff Member

Attach documentation in form of invoice, letter or e-mail and place in accounting drop box.

Office Use Only:

Accounting: _____ Account #: _____