



# Gold Award Workbook



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

Workshop Location \_\_\_\_\_



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## 1. WHO TO CONTACT

Questions about anything Gold Award related? Refer to this workbook first, then the Girl Scouts of Greater Los Angeles website. If you *still* can't find the answer, contact the Program Specialist for your region.

[www.girlscoutsla.org](http://www.girlscoutsla.org)

GSGLA Customer Care Line 213-213-0123

(Ask to speak with a Program Specialist for Gold Award)

### **North Region**

*Palmdale, Santa Clarita, and Woodland Hills*

Melissa Pepe

(626) 677-2369

[mpepe@girlscoutsla.org](mailto:mpepe@girlscoutsla.org)

### **Southeast Region**

*Arcadia and Upland*

Deanne Moore

(626) 677-2207

[dmoore@girlscoutsla.org](mailto:dmoore@girlscoutsla.org)

### **Southwest Region**

*Inglewood and Long Beach*

Lisa Axelrod

(626) 677-2237

[L Axelrod@girlscoutsla.org](mailto:L Axelrod@girlscoutsla.org)

***All GSGLA Service Centers Business Hours  
8:30 am–5:00 pm, Monday–Friday  
Closed the 2nd & 4th Monday of each month***



## 2. 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 using prestigious awards to recognize girls who make a difference in their communities and in 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 programs in 1963, the Curved Bar was discontinued as the requirements for the First Class Scout were considered challenging enough so as to render 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 Gold Award Girl Scouts (NGAGS). NGAGS 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 (see page 29).



### 3. 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.

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 will be joining the ranks of generations of young women who have made a difference in their communities locally, nationally, and globally.

#### 3.1. 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, a Bronze Award, or a 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 their 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.

#### 3.2. GOLD AWARD PROJECT STANDARDS

A high-quality Gold Award Take Action Project will meet the following four standards:

- Identify the root cause of a community issue (page 9)
- Involve community partners (page 8)
- Have long-term benefits and sustainable support (page 13)
- Be measurable (page 13)

More detail on each standard is provided throughout this workbook on referenced pages.



### 3.3.GOLD AWARD PROCESS

#### 3.3.1.Pre-requisites

Earning the Girl Scout Gold Award begins with fulfilling the following pre-requisites in order:

1. Registering as a Senior or Ambassador Girl Scout (i.e. being in 9th-12th grade)
2. Completing two Senior or Ambassador Journeys OR earning the Silver Award and completing one Senior or Ambassador Journey
3. Attending a Girl Scouts of Greater Los Angeles (GSGLA) Gold Award Workshop

#### 3.3.2.Steps

There are seven steps to earning the Girl Scout Gold Award. Each step is detailed in a chapter of this workbook.

1. **Choose an issue:** use your values and skills to identify a community issue you care about.
2. **Investigate:** research everything you can about the issue.
3. **Get help:** invite others to support and take action with you.
4. **Create a plan:** create a project plan that achieves sustainable and measurable impact.
5. **Present your plan and get feedback:** sum up your project plan for GSGLA.
6. **Take action:** take the lead to carry out your plan.
7. **Educate and inspire:** share what you have experienced with others.

**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 Girl Scout Gold Award process requires passion, dedication, and a significant time commitment. In order to have a successful Girl Scout Gold Award project, it must be one that **YOU** are truly passionate about.

## 4. STEP 1: CHOOSE AN ISSUE

A Girl Scout 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 pre-requisites are complete, you start a profile on Go Gold Online ([www.girlscouts.org/gogoldonline](http://www.girlscouts.org/gogoldonline)). Go Gold Online asks you to answer the following questions to help you find an issue that you are passionate about:



- What inspires you? Is it something in your school, community, country, or the world?
- What motivates you into action? Is it people, events, activities, places?
- What skills, talents, and strengths do you have to offer?

- How do you want to make a difference? As an advocate for justice? A promoter of environmental awareness? As a trainer, mentor, or coach? As an artist, actor, or musician? As an organizer of petitions or campaigns? As an entrepreneur? Can you think of another role?
- What motivates, inspires, and interests others? Can you build a team to support your idea?
- What would benefit the community both immediately and long-term?
- Check back through your Girl Scout Leadership Journeys. Are there activities in the Journeys that interest you? Can you use them in your Gold Award Take-Action project?
- Put it all together. Explain your idea in a short and motivating way that clarifies for you, your potential team, target audience, and supporters. Remember, 15 seconds. Go

#### **4.1. 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 will help you refine the root causes of your chosen issue (see page 9) into an implementable project.

The most useful action you can take to ensure you have an impactful and successful project is **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 Proposal.*

#### **Tips for Interviewing Community Partners**

1. **Make arrangements.** Decide who you would like to interview, contact the person, and set up a date and time.
2. **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 you have faced or are facing?
  - What do you think is the root cause of these issues?
  - What will it take to address these issues?
  - Are there any resources available to do that?
  - What do you consider to be the strengths of the community?



3. **Conduct the interview.** Here are some tips:
  - Find a quiet place where you'll have each other's full attention and agree to turn off your cellphones.
  - Start by thanking the interviewee for her/his time, and then briefly describe your project.
  - Keep questions simple and related to the issue at hand. Do your research; preparation is key!
  - Ask the person you interview if she or he would like to hear more about your project as it develops.
4. **Review information and set up a possible follow up interview.** 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 interview. Then, sift through to find the information that's relevant to what you are working on. If there are some gaps that you need to fill, contact your interview subject(s) to get more information and to find out whether or not you have your facts correct. Remember to check and recheck your facts!

## 5. STEP 2: INVESTIGATE

### 5.1. IDENTIFY A ROOT CAUSE (MIND MAPPING)

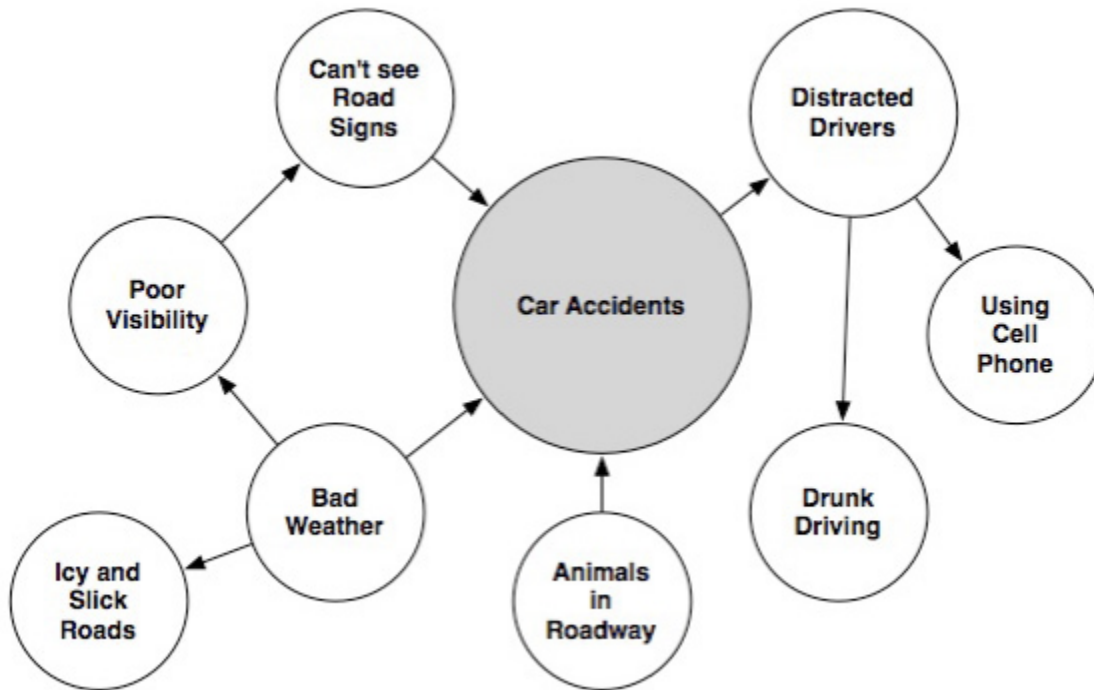
To address a community issue, you must first narrow down the issue to its root causes. This allows you to focus on a project topic that is achievable within the parameters of the Girl Scout Gold Award. A mind map is a tool that can assist you in determining a root cause.

Follow these instructions to create your own mind map on an issue you care about:

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

The outermost circles are **ROOT CAUSES** – these are the topics that you can successfully address in a Girl Scout 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 one shown below, using one of the issues facing your community. Doing this will help you come up with different ways to approach a problem, as well as different ways you might go about addressing it.



## 6. STEP 3: GET HELP

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

**Reminder: If you can do your project alone, it's not a Gold Award!**

### 6.1. 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 Girl Scout Gold Award Candidate needs to interact with and receive support from several adults. Each adult has a different role.

#### Girl Scout Troop Leader

The interested Girl Scout notifies her Troop Leader that she would like 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 Girl Scout Gold Award. She also must have knowledge of the current GSGLA Girl Scout Gold Award process. In the case of Juliettes (i.e. independent Girl Scouts), a parent or

guardian fills the Troop Leader role. It is recommended that Troop Leaders use the “Tips and Guidance” on page 54 when assisting a girl.

### **Project Advisor**

The Project Advisor is someone who gives expert or professional advice specifically related to the girl’s chosen project. The advisor may be associated with the organization that the girl is 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 or cohort the project involves. The Project Advisor is not to aid in the design or development of 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 conversation 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**

The all-volunteer Gold Award Committee conducts proposal and exit interviews with Girl Scout Gold Award candidates. Committee members advise and guide the candidates during their Girl Scout Gold Award project. They ensure that the standards and requirements of the Girl Scout 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 Girl Scout Gold Award. Other Committee roles include leading workshops and serving as Mentors (detailed below). If you are interested in joining your region’s committee, contact your region’s Staff Liaison (see page 4).

#### ***Gold Award Mentor***

A Girl Scout Gold Award Mentor must have knowledge of the current GSGLA Girl Scout Gold Award process. A Mentor can be someone appointed, assigned, or agreed upon by the Girl Scout Gold Award Committee, including a Troop Leader and/or someone specifically requested by the girl. Parents may not be a Mentor for their daughter. A Girl Scout Gold Award Candidate may request a Mentor after completing her pre-requisites and prior to turning in her Proposal if her Troop Leader is not able to act in this capacity. Please consult your local Girl Scout Gold Award Staff Liaison for additional assistance – as of this publication, mentor requests are only available for girls in the North region of GSGLA. It is recommended that Mentors use the “Tips and Guidance” on page 56 when assisting a girl.

#### ***Gold Award Workshop Facilitators***

The Girl Scout Gold Award Workshop Facilitators are those who present the mandatory workshops throughout the council jurisdiction. They may be volunteers or staff of GSGLA and are members of the Girl Scout Gold Award Committee.



### **Gold Award Staff Liaison**

The Staff Liaison is a Program Manager or Program Specialist responsible for one of the three GSGLA regions (North, Southwest, Southeast). All official forms, reports, and correspondence are directed to these staff members. Staff Liaisons can also provide details regarding trainings, interviews, and the annual Gold Award Ceremony.

## **6.2. INFORMATION FOR PARENTS/GUARDIANS**

The Gold Award is the highest award a Girl Scout can earn as a Senior or Ambassador. 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 Girl Scout Gold Award. However, it should be the girl's decision whether to pursue her Girl Scout Gold Award, as it **MUST** be the girl's project.

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

- Reading through the materials provided by GSGLA and the Girl Scout Gold Award Committee to your Girl Scout regarding the Girl Scout Gold Award so that you feel comfortable offering support.
- Discussing possible topics and project ideas, and if she asks, helping her to choose a topic that will become the basis for her project. Please remember that the topic of her Girl Scout Gold Award project must be based on her passion, not yours.
- Encouraging and supporting her, but not pressuring 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.
- 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 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.
- Practicing good parenting by ensuring she gets enough rest, eats properly, is not over-stressed, and is supported by her 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 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.

- Helping with her project when asked or cheerleading from the side if appropriate.
- Joining in the celebration as she is honored for her accomplishments.

## 7. 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 will need to 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? The difference I intend to make in the world is...?

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

**Develop a timeline.** This will help you determine how much time should be allotted to each part of your project, as well as decide your estimated date of project completion. You are required to turn in a timeline as part of your Proposal Attachments (page 15).

**Think about money-earning.** Brainstorm ways to finance your project. You are required to turn in an estimated budget as part of your Proposal Attachments (see Section 16 on page 31). See Section 10.4 on page 21 for details on money earning policies.

**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.

### 7.1. MEASURABILITY & SUSTAINABILITY

Ensuring the sustainability and measurability of your Girl Scout Gold Award project is critically important to the success of your project.

**Measurability:** The success of the project can be determined based on the number of people the project helped, the number of people who were involved, any reduction in the community's need, and other concrete numbers. Think about what you can *count* in your project – how much, how many - this is the project's measurable impact.

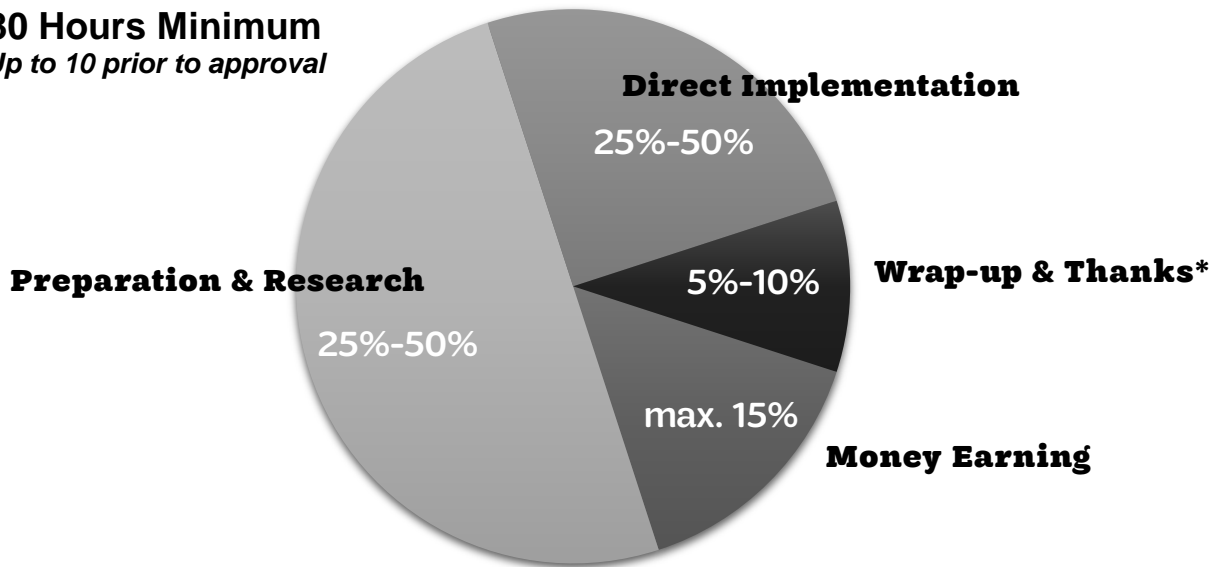
**Sustainability:** You must make arrangements (such as collaborating with community leaders and/or organizations; building alliances with mentors, etc.) to ensure that the project creates lasting change and is not a one-time event. Ask yourself: "How can I ensure that my project will continue to have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



## 7.2.SUGGESTED HOURS BREAKDOWN

The following is a suggested breakdown of your proposed Girl Scout Gold Award project hours. Not all projects will fit into this model, but it will help you understand what the Gold Committee is looking for in most projects. All of the percentages suggested below are *estimates*.

**80 Hours Minimum**  
*Up to 10 prior to approval*



\*Excluding time spent on Final Report.

## 8. SUMMARY OF ADDITIONAL REQUIREMENTS

Besides requiring the basic four standards as discussed in Section 3.2, there are several other minimum requirements for a Girl Scout Gold Award.

- The project should take approximately a **minimum** of three months and a **minimum** of 80 hours – a **maximum of 10 hours prior to project approval may be counted toward the 80-hour total**. These hours are subject to approval by the Girl Scout Gold Award Committee at your interview.
- 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 Girl Scout 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*.



### 8.1. PROPOSAL ATTACHMENTS

GSGLA requires supplemental Proposal Attachments to be attached to your Go Gold Online Proposal or emailed directly to [gogold@girlscoutsla.org](mailto:gogold@girlscoutsla.org) or your Staff Liaison (see page 4). This packet is available on the GSGLA website- Gold Award home page. It must include:

- Parent/Guardian Agreement & Information
- Project Advisor Profile
- Proposal Signatures (Handwritten)
- Letter from community partner on their letterhead
  - This letter should state that your community partner is aware of and supportive of your **Girl Scout Gold Award** project. It should say “Girl Scout Gold Award” somewhere in the letter.
  - The letter ideally would also include a sentence or two describing the partner’s understanding of what you will be doing with them.
  - If relevant, the letter should state you will be using the organization’s facilities. If you are using more than one facility, you should have letters from each organization.

**You will not be scheduled for an interview until your proposal attachments are submitted complete!**

## 9. STEP 5: PRESENT YOUR PLAN

At this step, you will present your Proposal to GSGLA 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 **PRIOR TO** submitting your Proposal.

### 9.1. PROPOSAL CHECKLIST

If you check “No” for any of the following, you are not ready to submit your Proposal. You need to re-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 or entering 10-12th grade OR I am submitting after April 1 of my 9th grade year.
<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 GSGLA Girl Scout Gold Award Workshop.
<input type="checkbox"/>	<input type="checkbox"/>	My project challenges me. A Cadette or Junior could not do my project.



YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	According to my proposed timeline, my project will take minimum of 3-months and 80 hours. <i>If you are counting 10 hours prior to approval, be sure to include these in your proposed timeline.</i>
<input type="checkbox"/>	<input type="checkbox"/>	I have a Project Advisor who has specific knowledge about my topic. He/she is <i>not</i> 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, 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 numbers (statistical data).
<input type="checkbox"/>	<input type="checkbox"/>	My project is sustainable and will continue to have an impact once I am no longer involved in it.
<input type="checkbox"/>	<input type="checkbox"/>	My proposed budget is realistic and attainable (in light of the restrictions detailed in Section 10.4 on page 21).
<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.
<input type="checkbox"/>	<input type="checkbox"/>	I have completed the Proposal Attachments (page 15) and have attached them to Go Gold Online or emailed them directly to my region's Staff Liaison.

**If you answered YES to every line of the checklist, you are ready to submit your proposal on Go Gold Online!**





## 9.2. PROPOSAL INTERVIEW PROCESS

### First Business Day of the Month:

You must submit your complete proposal (including Proposal Attachments!) to the Go Gold online system before 11:59 pm on the first business day of the month to be eligible to participate in that month's interviews.

**Mandatory.** A proposal interview is mandatory. You may not begin working on your project until you have gone through an interview and been approved by the Girl Scout Gold Award Committee.

**Interview Location.** Your interview location is determined based on your home address and you will interview at the nearest GSGLA Service Center. You may not select a location outside your region.

**Don't Contact Us, We'll Contact You!** You will generally be contacted about your availability *by email* in the first or second week of the month after you submit. Note that this means it could take up to 5 weeks from the time you submit until you are contacted.

**Plan Ahead.** Because there are a limited number of interview slots available each month at each location, it is suggested that you submit your Proposal a month earlier than your desired interview month.

**There are no guarantees that you will be able to interview any specific month.**

### 9.2.1. Interview Days

The Gold Award Committees conduct interviews on various dates each month at the following Service Centers: \*\* Video Conference interviews until further notice.

#### North Region

Palmdale – by appointment

Santa Clarita – by appointment

Woodland Hills – 3rd Wednesday night of each month

#### Southeast Region

Arcadia – 2nd Tuesday of each month, except dark in August

Upland – 2nd Thursday of each month, except dark in January and in August

#### Southwest Region

Long Beach – by appointment

Inglewood – by appointment

## 9.2.2.The Interview

You will be allocated 20-30 minutes for a proposal interview. Unless you have a documented disability, neither a parent, Troop Leader, Mentor, or Advisor may be present. Only you and the interviewers may be present at the interview.

It is strongly suggested that you have at least one practice interview with your Troop Leader and/or Mentor.

During the interview, members of the Girl Scout Gold Award Committee will review your prerequisites, project, and its implementation. You will be asked questions about ALL aspects of your Proposal. In addition to all of the standards detailed in preceding sections, the Committee will also consider such topics as whether your Project Advisor is appropriate and whether you have the necessary skills, expertise, and resources to be successful.

Please bring any materials that can help you answer questions—you are free to refer to or read anything you bring. You may create a multimedia or poster board presentation to aide you in pitching your project to the committee. If you bring a digital presentation, you need to be completely self-sufficient – we will not be able to provide you with a computer, projector, or printer.

We ask that you take this interview process seriously by adhering to the same etiquette that you would exhibit for a college or job interview. If you are late, your interview may be cancelled and rescheduled.

Appropriate interview attire is your Girl Scout uniform, complete with vest or sash, membership pins, and appropriate footwear. If you do not have a uniform, wear your vest/sash and pins with a white blouse and khaki skirt or pants. DO NOT wear jeans, sweats, shorts, athletic clothing, dirty tennis shoes, or flip flops.

## 9.2.3.Possible Results of the Interview

At the end of your interview, the Gold Award Committee will classify your Proposal into one of the four following categories.

### **Approved as Submitted**

You are free to start your project at this time, as per your signed agreement.

### **Conditionally Approved**

Some additional clarification or paperwork is required for one or two aspects of your project. The committee will clearly articulate what is needed. This may require an additional meeting with the interviewers. You may not begin until your project receives full approval.

### **Request for Resubmission**

You need to resubmit your plan, providing additional information or different aspects to your project as requested during your interview. The committee will indicate what they

feel is needed to help your project best meet the requirements. A second interview will be scheduled. GSGLA Girl Scout Gold Award program staff will review the proposed plan with you prior to the second interview to determine whether the revision meets expectations. Our goal is to ensure that you are successful in the application and interview process.

### **Denied as Submitted**

Committee members will make every effort to ensure that girls' proposals are successful; however, projects can be denied for several reasons. These include, but are not limited to, projects that:

- are too simplistic,
- do not comply with GSUSA *Activity Check Points*,
- have been previously implemented at the same site or are not original in creativity or scope,
- will raise money for another organization,
- are only collection projects (i.e. drives),
- are "canned" projects,
- or are deemed dangerous or inappropriate.

Both you and your interviewers will sign an agreement that will list which of the four results you received and detail what the interviewers expect from you going forward. You will receive a copy of your signed interview agreement so you can refer to it as you carry out your project. You will be given contact information for the Girl Scout Gold Award Committee members with whom you interviewed should you have additional questions or need further guidance.

## **10. 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.

### **10.1.COMMUNICATION**

As with your application process, all communication with the Girl Scout 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 them. The Girl Scout 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 Mentor.

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

If you have an event you want to promote or news story you would like to share with GSGLA, please email the information to [pr@girlscoutsla.org](mailto:pr@girlscoutsla.org).

### **10.1.1.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, and submit the “Request for Change” e-form on the GSGLA website. The e-form can be found here: <https://goo.gl/qOp2Ar>. The last date you can request a change is two weeks prior to your project’s due date. Changes that are requested less than two weeks prior to your project’s due date will be denied. In addition, changes that are requested “after the fact” could result in your Girl Scout Gold Award being denied.

### **10.1.2.Extension to your approved project timeline**

If you are implementing your project, but for a valid and compelling reason, you are unable to complete your project in the timeframe stated in your agreement, you may apply for an extension. The last date you can request an extension is two weeks prior to your project’s original due date. The length of the extension depends on the circumstances and may vary. The “Request for Extension” e-form can be found on the GSGLA website or by following this link: <https://goo.gl/G645RY>.

## **10.2.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 on the GSGLA website.

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

## **10.3. HOURS**

The Girl Scout 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.

**Methods for Keeping Track of 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)
- 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 10 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)

## **10.4.MONEY AND YOUR GIRL SCOUT GOLD AWARD PROJECT**

### **10.4.1.The Best Way to Earn Money**

Council-sponsored product program (Cookie Program and Fall Product) are the best way for girls to earn money to pursue their Girl Scout 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 sales programs are a great opportunity to talk to people about your Girl Scout 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 Girl Scout Gold Award proposal.**

### **10.4.2.Additional Money Earning Activities**

Under GSGLA policies, an “Additional Money Earning Activity” is an event or activity for which you are charging a fee and the purpose of which you specifically advertise as earning money for your Girl Scout Gold Award. This definition includes:

- Events that involve four or more troops,
- “profit-making” money-earning events/activities (>\$200 profit),
- and “break-even” money-earning events/activities (<\$200 profit).



In sum, if you are representing yourself as a Girl Scout in your money earning activity, you must follow the GSGLA Special Events and Money Earning (SEME) policies laid out in Chapter 5 of *Volunteer Essentials*. Refer to the SEME webpage on the GSGLA website for the process and forms to request approval for an Additional Money Earning Activity.

The SEME process can be time consuming so make sure you plan ahead. In addition, work with your Project Advisor, Troop Leader/Mentor, and Staff Liaison to determine exactly what is required to meet the needs of your project. If you are feeling stressed about money, go back to your budget and see what you can do differently to meet your goals.

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 SEME 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, creating cards, do calligraphy, etc.

## **Restaurant Nights**

You may put on a restaurant night to earn money for your Gold Award. However, prior to the event, you must complete a SEME application at [www.gsglavolunteerapps.org/specialevent-2/](http://www.gsglavolunteerapps.org/specialevent-2/). In accordance with the Troop Revenue Earning Policy, a troop/group/service unit (SU) may use the Girl Scouts of Greater Los Angeles (GSGLA) Tax Identification Number (95-1644033) for the purpose of solicitation with GSGLA approval. Restaurant fundraisers are approved money-earning activities provided the policies below are followed:

A troop/group/SU may keep 100% of money raised from the restaurant fundraiser. In accordance with IRS regulations, donations must be payable to Girl Scouts of Greater Los Angeles if:

- The donation is \$250+
- The donor requires a tax receipt

When the check is received by GSGLA and the troop/group/SU submits a Donation to Troop/Group/SU form (available at <https://www.gsglavolunteerapps.org/donation/>), the money earned will be passed through to the benefiting troop/group/SU.



See Volunteer Essentials for more information on donations to troop/group/SU.

The restaurant can make the check payable to  
 Girl Scouts of Greater Los Angeles  
 1150 S Olive St  
 Los Angeles, CA 90015

### 10.4.3. Donations

Besides Additional Money Earning Activities and product sales, you may obtain funds and goods (known as “in-kind”) to support your Girl Scout Gold Award project through individual and business donations. There are a number of important GSGLA regulations that affect such donations.

Donation Type	Regulation
<b>Monetary donations AND Tax deductible monetary donations</b>	Checks must be made payable to Girl Scouts of Greater Los Angeles and sent to GSGLA Development Department, 1150 S. Olive Street, Ste. 600, Los Angeles, CA 90015. Expect 4-6 week turnaround before funds are returned. Note: There is not a cap on amount of a donation from an individual donor.
<b>In-kind donations</b>	Girls may solicit in-kind donations from friends, family, organizations, and local businesses in support of her project. Note: there is no longer a need to submit a form for approval from GSGLA.

For more information regarding tax deductible gifts or the in-kind donations process, call Shelby McNabb, (626) 677-2203.

**Soliciting Donations** Girls may directly solicit monetary or in-kind donations. As the Girl Scout, you describe your project to others, write letters, create a presentation, and compose emails in order to receive your request.

### 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.
- *Money-earning projects where you are potentially doing an activity that someone else normally is hired to do.* You cannot take a job away from people, including store workers, maintenance staff, gardeners, cleaners, or other service providers.
- *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, with the exception of restaurant nights.

- *Selling anything on the Internet.*
- *“Crowd-funding” opportunities such as GoFundMe, Kickstarter or IndieGoGo.*

† For a troop, group, Juliette, or service unit to receive the gifts processed by GSGLA headquarters on their behalf, the troop leader or service unit manager must submit a Donation Pass Thru e-form <https://www.gsglavolunteerapps.org/donation/>. Once the gift and e-form are received, GSGLA mails a check made out to the appropriate Troop/Group/SU and addresses it to the Troop Leader or SUM who submitted the e-form.

## 10.4.5. Money Earning FAQ

### **Can you use your own money on your Girl Scout 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 use social media to solicit donations for my Girl Scout Gold Award project?**

YES. You may use Facebook, Twitter, and other platforms to raise awareness and obtain general support for your project, but conversations about donations need to be done in a direct manner, i.e. by phone, by email, in person.

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

If you are conducting an event as a Girl Scout and plan to charge a fee, you must follow the GSGLA Special Events and Money Earning policies as detailed in Chapter 5 of *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 Girl Scout 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 Girl Scout Gold Award project nor can the count the hours toward your Girl Scout 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.

## **11. STEP 7: EDUCATE & INSPIRE**


### **11.1.FINAL REPORT**

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

#### **11.1.1.Final Report Attachments**

GSGLA requires supplemental Final Report Attachments to be attached to your Go Gold Online Final Report or emailed directly to your Staff Liaison (see page 4). This packet is available on the GSGLA website and Go Gold Online. It must include:

- Final Signatures (Handwritten)
- Letter from community partner on their letterhead
  - This letter should attest to your Girl Scout Gold Award project's contributions to the community partner.
  - If more than one organization benefited, provide a letter from each.



You will not be scheduled for an interview until your final attachments are complete!

The Final Report and accompanying paperwork/documentation is due by the date specified in your interview agreement or, at the latest, March 1st if you wish to participate in the June ceremony for that year. For graduating high school seniors, you have until September 30th of the year you graduate or until you turn 18 (whichever gives you more time) to submit a Final Report. Those who submit a Final Report by the September due date will receive their Girl Scout Gold Award pin during the following June ceremony.

Any Final Reports that are incomplete will not be accepted and will delay your approval process.

### **11.2.EXIT INTERVIEW**

Your Gold Award Final Report will be forwarded to the Gold Award Committee for review. Everything you document and submit will be assessed. Your report will be evaluated to ensure that you have fulfilled your Girl Scout Gold Award agreement,

including making sure that all activities are consistent with *Activity Check Points* and GSGLA policies.

You will then be scheduled for an exit interview with the Girl Scout Gold Award Committee. Just as with the proposal interview, you will generally be contacted *by email* for your availability in the first or second week of the month after you submit. Note that this means it could take up to 5 weeks from the time you submit until you are contacted.

Interview days for the Exit Interview are the same as for the Proposal – see page 17.

For the interview, please bring photos, a scrapbook, or other items that document your project to share with the Committee.

## **12. DEADLINES**

### **October 1 of your 9th Grade Year**

You may not start prerequisite work for your Girl Scout Gold Award prior to October 1 of your 9th grade year.

### **April 1 of your 9th Grade Year**

You may not turn in your Proposal until April 1 of your 9th grade year.

### **First Business Day of the Month**

You must submit your complete Proposal or Final Report (including attachments!) to the Go Gold online system before 11:59 pm on the first business day of the month to be eligible to participate in that month's interviews.

### **March 1**

You must turn in your Final Report by March 1 to participate in that year's June ceremony.

### **September 30 after You Graduate from High School/Your 18th Birthday**

This is the FINAL deadline if you wish to earn your Girl Scout 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.

## **13. GIRL SCOUT 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 also provides a list of ideas to get you started: [https://www.girlscouts.org/gogoldonline/pdf/GoGold-Project\\_Ideas.pdf](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.

### 13.1. EXPANDING A SERVICE PROJECT TO A GOLD AWARD TAKE ACTION PROJECT

A Girl Scout Gold Award Take Action Project is different from a good community service project. It 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 Girl Scout 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.” It is a time to showcase the Girl Scout Leadership experience.

Here are examples of good service projects, and how they can be expanded into a Girl Scout 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.

<b>Good Service Project</b>	<b>Girl Scout Gold Award Take Action Project</b>
<b>Spend many hours at a nature site picking up litter.</b>	Work with the community & 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.
<b>Host a series of children’s story hours at the local library or youth center.</b>	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.
<b>Collect games, videos, music, and food for a teen center.</b>	In addition to your collection, design a sustainable program to engage at-risk youth at a teen center. Expand the center’s hours of programming to include Friday & Saturday nights. Develop recruitment materials to introduce “tweens” to the center and develop specific programming to appeal to them. Bring community partners on to sponsor special events for the center.



## **14. 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.

## **15. OPPORTUNITIES AFTER EARNING YOUR GOLD AWARD**

### **15.1. GOLD AWARD CEREMONY**

GSGLA hosts only ONE ceremony each year to honor all girls who have earned the Girl Scout Gold Award for that specific year. In the spring after your Girl Scout Gold Award project is complete and receives final approval, you will receive an informational letter with the details of the ceremony. The Girl Scout Gold Award Ceremony typically takes place in early June. Specific location and time vary from year to year.

To participate in the Girl Scout Gold Award Ceremony, we ask that you meet all stated deadlines for the following items:

1. Submit a project biography (GSGLA eform)
2. Have your portrait taken (at Belle N Beau photography)
3. Submit your RSVP and additional ticket order form

Your Senior/Ambassador Girl Scout uniform must be worn at the ceremony. Please wear a white collared blouse and a khaki-tan skirt or khaki-tan dress pants. (No other color of skirt or dress pants may be worn.) The skirt must be knee length, or you will be sent home on ceremony day. We will be inspecting attire at check-in. If you do not have a uniform, there are khaki skirts available on loan from the GSGLA Arcadia Service Center for a \$25.00 deposit check that will be returned to you when the skirt is returned. Ceremony participants must wear appropriate dressy footwear (dress flats or dress pumps) with your Girl Scout uniform. Shoes with a heel higher than two inches will NOT



be permitted. No tennis shoes, boot, platform shoes, flip flops, sandals, or shoes that expose large areas of your foot (e.g. sandals, strappy heels)! Violators of the uniform policy will NOT be allowed to participate in the ceremony, NO EXCEPTIONS.

In order to be invited to this year's Gold Award ceremony, all Gold Award project Final Reports and attachments must be submitted to council via Go Gold online no later than March 1st. Girl Scouts whose Gold Award projects are completed after March 1st or high school graduates who submit reports by September 30th will be invited to the Gold Award ceremony taking place the following year. This is to ensure GSGLA has adequate time to obtain Gold Award certificates and prepare for the ceremony.

**Please note, you will receive your pin no earlier than the ceremony date you qualify to attend. If you are a graduating senior submitting your Final Report after the March 1 deadline, please contact your Staff Liaison about your pin.**

## **15.2.TOURNAMENT TROOP**

The Tournament Troop is made up of GSGLA Gold Award Girl Scouts (and area Eagle Scouts) who assemble to march in the Tournament of Roses Parade and welcome the world to Pasadena on New Year's Day. To be eligible, Girl Scouts must have earned the Girl Scout Gold Award (grades 10-12) or are in the process of completing the Girl Scout Gold Award and be in 12th grade (Proposal must have already been submitted). Girl Scout Gold Award recipients who are also high school graduates/ college freshman within the same year are also eligible to apply.

Applications are generally available June through August with final deadline at the end of August. Visit [www.girlscoutsla.org](http://www.girlscoutsla.org) for application and more details.

## **15.3.NATIONAL GOLD AWARD GIRL SCOUTS**

Every year, ten exceptionally inspiring Gold Award Girl Scouts from across the nation are chosen as National Gold Award Girl Scouts.

This honor is given to a Gold Award Girl Scout who's Gold Award project has 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!

The National Gold Award Girl Scout application process is completed through GoGold online in April and the application is opened to all girls who have completed and finalized their projects by March 1<sup>st</sup> of that year. There is an internal council selection committee that makes the final selections for our three council nominees and announcements are made by the end of April. GSUSA determines the final selection of the Top 10 in mid-July. GSUSA provides a scholarship for the Top 10 as well as additional recognition in national publications.



## 16. GOLD AWARD PAPERWORK CHECKLIST

Please use these lists to ensure that your paperwork is complete when you submit it for consideration. Incomplete submissions will not be reviewed. **All signatures (and dates of signatures) on every form must be handwritten.**

### Gold Award Proposal

- Personal Profile - on Go Gold Online
- Summary of Completed Prerequisites & Team Members - on Go Gold Online
- Project Plan Questions - on Go Gold Online
- Impact Planning - on Go Gold Online
- Proposal Attachments - Proposal (on GSGLA's website, Gold Page Downloads)
  - Parent/Guardian Agreement & Information
  - Project Advisor Profile
  - Proposal Signatures
  - Letter from Community Partner

If you are using a particular organizational partner's location to implement your Girl Scout Gold Award Project, you **MUST** include a signed letter, **on official letterhead** from the site. The letter should state that they are aware you will be using their facility/facilities and anticipated dates of proposed usage. If you use more than one site, you should obtain a letter from each site. This should be uploaded to your Go Gold online profile.

### Gold Award Final Report

- Personal Profile - on Go Gold Online
- Gold Award Take Action Project - on Go Gold Online
- Impact Chart - on Go Gold Online
- Future Impact - on Go Gold Online
- Final Report Attachments - Final Report (on GSGLA webpage, Gold Page Downloads)
  - Final Report Signatures
  - Letter from Community Partner
  - Supporting materials (emails, photographs, samples)

You **MUST** include a signed letter, **on official letterhead** from the organization that benefitted from your Girl Scout Gold Award project, attesting to your contribution. If your project impacted more than one organization, you should obtain a letter from **EACH** one. This should be uploaded to your Go Gold online profile.