



**Girl Scouts  
Of  
Northeast Kansas & Northwest Missouri**

*The Adventure to the Girl Scout Gold Award*

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Congratulations!!!  
 You have made it to the highest level of Girl Scouting. We are pleased  
 that you have chosen to tackle the greatest adventure yet:  
*The Girl Scout Gold Award.*  
 This adventure will take you in all the directions of the compass.  
 So let's begin, with the rising sun, in the East.



This packet contains all the instructions and forms needed for the Gold Award. The deadlines are posted. You can work on steps 1-4 when you are 14-18 years old or in grades 9-12. **Steps 1-4 must be fully completed before you will be allowed to undertake the Girl Scout Gold Award Project, Steps 5-7.** You need to be 15-18 years old or in grades 10-12 when you do Steps 5-7.

**The maximum number of girls working together on a Gold Award Project is 2.**

Please notice that all forms that are submitted together have the same directional graphic in the upper right hand corner. These graphics are also repeated in the instructions so that you will be able to easily find the explanations to specific questions regarding specific forms. *Items of the greatest importance and frequently overlooked are designated with a directional star (as shown on the left).*



**Getting Started**

Read both the information in this packet and the Girl Scout Gold Award: "Go For It." Talk over your plans with several adults. Choose your Personal Advisor with care. It is important to have one adult you can easily consult throughout your work on the Gold Award. Next, fill out and submit the Intent to Earn-Form #1 and Overall Project Schedule-Form #2.

Go to our council's Girl Scout website: <http://www.girlscoutsksmo.org/goldSilverAwards.asp>. Familiarize yourself with the interactive forms and the full color version of this packet.

Attending a Gold Award workshop is highly recommended. Facilitators will talk you through this packet and field your questions.

**Choosing where your paperwork should be sent**

Our council now has three offices. Send your paperwork to the office that is most convenient for you. This will be the office where you will attend your Gold Award Committee meeting. Always send your paperwork and all questions to the office that you have chosen. Please refer to the front page of these instructions for the list of offices and their respective contact information. All forms except the final report can be sent via E-mail to: GoldAward@girlscoutsksmo.org.

**Managing Paperwork**

In triplicate is always the best way to manage paperwork: one set for your records at home in a notebook, one set sent to council via e-mail, fax, or mailed unbound and unstapled, and one set neatly organized and ready for presentation to the Gold Award Committee.



**Keep this complete set of instructions and forms as masters to be copied as needed.**



Many of the forms will be used multiple times throughout your project. Also, you are responsible for providing replacement paperwork when asked. Unfortunately, things do get lost. There is nothing more exasperating than having to reinvent paperwork that has decided to take an adventure of its own.

**While you will be required to perform every portion of this task, you will not be alone in your quest for Gold. Everyone needs friends to help see future consequences, suggest alternatives, or just hold a hand.**

**The people who will be there to serve you are:**



**Personal Advisor** - Your troop leader, supportive adult or other individual you select. This person will be with you from the very beginning until the day of your Honors Ceremony.

**Technical Advisor** - Adult with expert knowledge of project specifics: Shelter Director, Head Librarian, City Dept. Manager, etc. You will work closely with this person during all aspects of your project to ensure that your project meets their needs and specifications. **A parent, troop leader, or Personal Advisor may NOT be chosen as your Technical Advisor.**

**Gold Award Advisor** - Appointed council representative who is trained to know the standards and requirements of the Girl Scout Gold Award. She will work directly with you and have regular contact. She will make sure that the goals agreed to by you and by the Gold Award Committee are met and that you have a positive learning experience. Your Gold Award Advisor will handle the final review of your project.

**Gold Award Committee** - A group of three members selected from the Gold Award Advisory Team, one of whom will be your Gold Award Advisor. Your Gold Award Advisor will be assigned at the committee meeting. This committee will review your Girl Scout Gold Award proposal to ensure that your Girl Scout Gold Award project meets the standards established by GSUSA.

**Gold Award Advisory Team** - All of the trained Gold Award Advisors throughout the council. This group meets periodically to exchange information, update and improve methods, and standardize processes.

### **How to submit your forms**

We prefer that you E-mail your forms as a word document to GoldAward@girlscoutsksmo.org.

This is faster, environmentally responsible, and just plain easier for us. This address will be monitored by all three offices. Each office will pick up the forms meant for them.

However, we know that not everyone has access to computers and E-mail. You may fax your paperwork or mail it unbound and without staples to your chosen council office. Addresses and phone numbers are listed on the front page of this packet.

#### **Form #1: Intent to Earn the Girl Scout Gold Award**

**Purpose:** This form alerts your chosen council office that you're beginning work on your Gold Award and provides biographical information for our database. Now, we can track your progress and alert you to opportunities as they become available.

**Contact:** Choose a Personal Advisor. This person will support you throughout your Gold Award process.

**Submit:** You will submit this form with Overall Project Schedule-Form #2. E-mail to: GoldAward@girlscoutsksmo.org, fax, or mail both forms together to your chosen council office once you have decided to begin earning the Gold Award.

**Keep a copy for your files.**

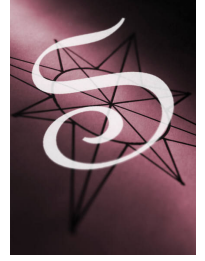
#### **Form #2: Girl Scout Gold Award Overall Project Schedule**

**Purpose:** This form gives an overall view of the Gold Award Process. It alerts you of the major requirements and gives you a check off sheet to note your progress.

**Contact:** Call your Personal Advisor to help you fill in the projected date column.

**Submit:** You will submit this form with Intent to Earn-Form #1. E-mail to: GoldAward@girlscoutsksmo.org, fax, or mail both forms together to your chosen council office. **Keep a copy for your files.**

Things begin to heat up as you move South. You start to see all the different possibilities as you strengthen your leadership skills.



### **Form #3: Girl Scout Gold Award Project Prerequisites**

**Purpose:** This form provides you and the council with a record of your completion of the first four prerequisite steps of the Gold Award. Hopefully, these tentative beginnings will be in the area of your interests and bring you closer to the idea that will become your personal Gold Award Project.

**Contact:** You will work closely with your Personal Advisor. Her signature or the person in charge of each individual activity is required for each item. (Day Camp Directors, Interest Project Leaders, the boss on your job [career activity], school counselors, or activity supervisors are all eligible to sign this form.)

**Submit:** You will submit this form with Project Proposal-Form #4, Project Timeline-Form #5, and Budget-Form #6. E-mail to: [GoldAward@girlscoutsksmo.org](mailto:GoldAward@girlscoutsksmo.org), fax, or mail to your chosen council office. **Keep a copy for your files.**

## **Steps 1- 4 – Gold Award Prerequisites – ORGANIZE, LEAD, NETWORK, EXPLORE**

As you start working on the first four steps of the Gold Award, remember to contact your Personal Advisor to help you explore options and discuss progress. This person will be with you from now through the day of your award ceremony. Your Personal Advisor needs to be your greatest fan and serve as your mentor, motivator, and hand holder.

Keep good records, track everything you do, and have the activity supervisor or your Personal Advisor's signature for each completed project on your forms. This will make the process of completing your Gold Award Proposal much easier.

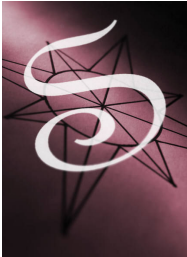


The three council offices have the video, "Go For It! The Girl Scout Gold Award", which may be checked out for up to two weeks. This video describes Gold Award projects, steps taken to earn the Girl Scout Gold Award, and gives girls advice from other girls across the country who have earned their Girl Scout Gold Award. If you would like to check out the video, contact your chosen council office.



# Stop!

You may not proceed any further until all the prerequisites in Steps 1-4 are complete.



## Step 5 – Plan your Girl Scout Gold Award Project – CREATE

The best projects are those that touch someone’s life and then inspire others to continue the work you have started. The greatest projects are those that encompass: Vision-seeing a need; Passion-something you feel strongly about; Longevity-inspiring others to continue the work you have started; Connection-touching someone’s life; Community Impact-going beyond the Girl Scout community; and Leadership-using communication, organization, and presentation skills. This is why a project that just collects items or simply gives a performance is not considered a complete Gold Award project. If you collect books, it would be important to include reading sessions to the recipients. Give a dance or drama workshop, then let the participants put on a performance.

Inspiring others to continue the work you have begun is a major part of your Gold Award Project. This can be done by literally passing the torch to a person or organization. Another way to give continuing life to your project is to write a plan that can be used by others who want to bring the same service to the world. This plan can be given to organizations that could use your idea such as: PTA’s, Girl Scouts, or other civic organizations. This plan could also be incorporated into a website that allows worldwide access to your idea and plan.



Raising money for a non-profit organization including Girl Scouts is not allowed. The IRS considers it illegal, and it can cause problems with council-wide donors like the United Way.

### **Form #4: Girl Scout Gold Award Project Timeline**

**Purpose:** This form will be the basic map of your project. It will outline preparation, planning, and implementation of goals and be a place to record your completed work. This will help the Gold Award Committee to understand that you know all the steps that will be involved in your project.

**Contact:** Now is the time to find and enlist a Technical Advisor.

**Submit:** You will submit this form with Prerequisite-Form #3, Project Proposal-Form #5, and Budget-Form #6. E-mail to: GoldAward@girlscoutsksmo.org, fax, or mail to your chosen council office. **Keep a copy for your files.**

### **Form #5: Girl Scout Gold Award Project Proposal**

**Purpose:** This form notifies your chosen council office of your proposal for your Gold Award project.

**Contact:** Your chosen council office will notify you by mail that your plan has been received. This letter will give you the date and time of your Gold Award Committee meeting. **Your Gold Award Advisor will be assigned at this meeting.**

**Submit:** You will submit this form with Prerequisite-Form #3, Timeline-Form #4, and Budget-Form #6. E-mail to: GoldAward@girlscoutsksmo.org, fax, or mail to your chosen council office. Forms must be received **NO LATER THAN the 15th of the month before** you plan to have your Gold Award Committee meeting. If your proposal is received after that date, you will have to wait until the next month for your review meeting. Work on a proposed project cannot begin until after receiving approval at the Gold Award Committee meeting. **Plan ahead.** You need to allow enough time for your proposal to be submitted to your chosen council office and for the Gold Award Committee to review it, before meeting with you. The Gold Award Committee will go over your proposed Gold Award project with you at your Gold Award Committee meeting. You also need to allow for time to re-do and resubmit your proposal if the Gold Award Committee feels it does not meet the requirements of a Gold Award Project. **Keep a copy for your files.**

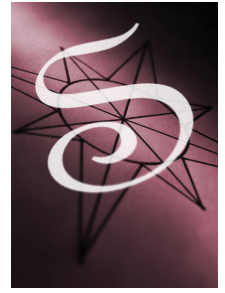
### **Form #6: Gold Award Project Budget**

**Purpose:** This form estimates project costs and lists the sources of funds.

**Contact:** Call your Personal Advisor and/or your Technical Advisor to assist you in estimating the costs and projecting sources of funds.

**Submit:** You will submit this *partially* completed (description and estimate columns only) form with Prerequisite-Form #3, Timeline-Form #4, and Project Proposal-Form #5. E-mail to: GoldAward@girlscoutsksmo.org, fax, or mail to your chosen council office. **Keep a copy for your files.**

Once all the prerequisites are complete, it is time to brainstorm ideas for your personal project. You now have all the training and experience needed to bring forth a heartfelt and needed service to your world.



### **Working With “Outside Organizations”**

Working with outside organizations is recommended but not always easy! Below is a list of organizations where a learning exchange can take place. Some suggested agencies:

#### United Way Agencies:

- Boys and Girls Clubs
- YMCA
- YWCA
- Red Cross

#### Non-Profit Organizations:

- Headstart
- Humane Societies
- Libraries
- Religious institutions

#### School Administrators:

- Counselors
- Teachers
- Clubs
- Sports Teams

**Make sure the project meets an expressed need in the community. Meet with leaders of the organization you want to help to make sure it is something they need.**

### **Get it in Writing:**

Although, it is tempting just to accept the outside agency’s “word,” it is best to get as many details as possible in writing so both parties involved will understand the part each will play. Obtain a letter of agreement between you and the organization, including the signature of your technical advisor. This letter will help you to be taken seriously and show that they agree to your plan. Submit this letter with Project Proposal-Form #5. Some of the things to think about are:

- o WHO will you be working with?
- o WHAT exactly will your responsibilities be?
- o WHAT will you learn from working with the organization?
- o WHERE is the location you are expected to be?
- o WHEN will you be expected to work?
- o WHAT is the time frame?
- o HOW will the project/service be carried out?
- o COST: who will incur the expenses of the project or training?

Refer to Program Standard #34 in *Safety-Wise* for more information about collaborations with outside organizations.

### **Asking for Donations and Financial Support**

This is where things get a bit tricky. Girl Scouts is a non-profit organization, and there are very strict laws concerning the solicitation of donations and financial support. One of the main laws that applies to you and your Girl Scout Gold Award project is that even though you are a Girl Scout and working on a Girl Scout project, items donated to you are not considered a tax deduction for the donor.

Ask the organization you are benefiting if you can use their letterhead to solicit donations from corporate donors.

Ask your Homeowners Association if they would publish your request in their newsletter or give you space for a drop-off site.

Ask your church if you can place information in the church bulletin and newsletter, set up a box, or have a collection day and time for members to give donations.

Ask your Girl Scout Service Team Manager if she will allow you time during a service unit meeting to ask troops in your area for their help.

You may NOT use a Girl Scout tax exempt letter to make purchases for your project.

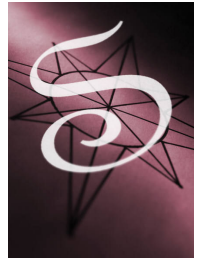
You may NOT use the official Girl Scouts of NE Kansas & NW Missouri Council letterhead to solicit donors for your project.



**Always make it clear to everyone that donations will help you earn your Girl Scout Gold Award as well as benefit your cause.**



If you are planning an event to raise money needed to implement your Gold Award Project, you must complete and submit to your chosen council office a “Money Earning Application” **AND** receive approval before beginning your money earning event. You can get this form from your Gold Award Advisor.



**Ask your Personal Advisor to proofread your proposal before submitting it.** Submit a clean, readable proposal; take time and look at the formatting of the page so it is legible. If using ink, please use black ink. Please do not use blue ink, red ink, or a pencil to write your proposal. If you make a mistake, don't scratch it out. Start over or use "white out" to cover the mistake.

**Check the Safety-Wise book** and make sure all safety requirements have been met. This book is invaluable for information regarding adult to child ratios, life guard requirements, when a first aider is needed, and what safety equipment must be available in every situation.

**Type your Gold Award project proposal.** If you do not have access to a computer or typewriter, be sure to print clearly and neatly. You may use as many pages as needed to discuss items (A-G) on the proposal application in order to explain your project.

**Make sure your project is large enough to encompass 65 hours of work.**

**Important Reminder: Make sure your application is complete**-all items (A-G) have been included, all prerequisites have been completed and "signed off" by each Advisor, and all other required forms are submitted. These signatures will be checked during your Gold Award Committee meeting if you e-mailed your forms. Often, missing forms are what hold up the approval process. **Your project will not be approved if any of the following documents are missing or are incomplete:** Project Prerequisites-Form #3, Project Timeline-Form #4, Project Proposal-Form #5, Project Budget-Form #6.

**There will a Gold Award Committee scheduled  
in each of the offices of our council.**

**Kansas City @** 8383 Blue Parkway, Kansas City, MO 64133  
on the first Wednesday of odd months @ 7 p.m.  
on the first Thursday of even months @ 7 p.m.

**St. Joseph @** 1702 Buckingham Street, St. Joseph, MO 64506  
by appointment

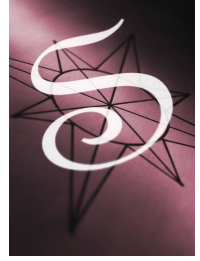
**Topeka @** 7015 SW 10th Street, Topeka, KS 66615  
on the first Tuesday @ 7:30 p.m.

**E-mail to: GoldAward@girlscoutsksmo.org, fax, or mail** (unstapled & unbound) your project proposal to your chosen council office. Forms must be received **NO LATER THAN the 15th of the month before** you plan to have your Gold Award Committee meeting. This will notify your chosen council office that you are requesting a Gold Award Committee meeting. We understand that signatures cannot be E-mailed. You will receive a letter giving you a Gold Award Committee meeting date, place, and time.

**Mark the date of your Gold Award Committee meeting on your calendar.** These review meetings take place only once a month. **If you miss your scheduled date, you will have to wait until the next month for your meeting.** If you have a partner working on the same project, make sure both of you are available to attend the meeting. The Gold Award Committee must hear from each girl separately before approving the project proposal. If both girls from the group are not in attendance, your group of two will have to wait until the next month for a Gold Award Committee meeting.

There are times when the Gold Award Committee will change a meeting date to allow for holidays that fall on a designated meeting night. If this occurs, you will be notified. **There will be NO Gold Award Committee meetings in the month of January at any office.**

Please, treat this meeting with the respect it deserves. You are working toward the highest award in Girl Scouting. This meeting is as important as a college or job interview. Come dressed for the occasion. Your official Girl Scout uniform is always appropriate.



You will need to plan on at least 30 minutes for the review process.

Come with a presentation about your project and be prepared to answer questions from the Gold Award Committee. Please bring your proposal neatly organized in a portfolio. If you E-mailed your forms, then this portfolio should also include all the other required original forms, with original signatures included. **Your project will not be approved if any of the documents are missing or are incomplete.**

If you are building or creating something, the Gold Award Committee suggests bringing in a mock-up of the piece, an illustration, or photos of the location (not required). This will help the Gold Award Committee understand your ideas and give them a visual of the amount of work involved. The mock-up does not need to be to scale and does not have to be of the same material as the final project.

**If you are working on your Gold Award project in a group:**

- No more than 2 girls will be allowed to work together.
- Each girl must submit a project proposal *in her own words*.
- Each girl must take on an equal leadership role during the project.
- Each girl must be able to achieve 65 hours of work individually.
- The specific separation of duties needs to be highlighted in the Project Proposal.
- Both girls must be present at the same Gold Award Committee meeting before the project can be approved.
- Each girl will present her project separately to the Committee. After both girls have presented, then they will be asked to come in together to hear the comments and suggestions of the Gold Award Committee.



# **Stop!**

***You cannot start your project until you have received approval from the Gold Award Committee.***

You now turn North and into the realities of life. You must make choices that will permanently change your course. You find that you will have to continue forward without looking back.  
Persistence is your greatest attribute.



**Step 6 – Take Action – ACT**

Once you have had your Gold Award Committee meeting and have gotten the committee’s approval, you can get started on your project. The work on your project, including planning and action steps, should take a minimum of 65 hours (note: hours spent on the Girl Scout 4 B’s Challenge can be applied to the Girl Scout Gold project hours – approximately 5 hours). **You may not use any time spent in Step 5-Plan your Girl Scout Gold Award Project as part of your 65 hour requirement.**

While working on your Gold Award Project, keep current financial records using Project Budget-Form #6. Keep track of the hours spent planning and implementing your project using the Time Log-Form #7. Your project time log should be treated as if it were your most cherished diary. Many girls carry a notebook with them so that if their time log is not handy, they will still have a written record of their time that they can enter onto the time log later.



**DO NOT wait until you have finished your project before you complete these forms!!!!** Log your hours as you do them. Log your expenses as they occur. The maximum total time allowed on your time log for meeting with your Gold Award Advisor is 2 hours. The maximum total time allowed on your time log for money earning activities related to your project is 5 hours.

Show respect by being on time and organized. Keep appointments you have made. RSVP to all phone calls or other communications. Have important names, phone numbers, and information with you at all times. Notify every appointment of changes to your schedule or your plan as soon as you are aware of them.

**Form #6: Gold Award Project Budget**

**Purpose:** This form lists the actual costs compared to the original estimates.  
**Contact:** Call your Personal Advisor or Gold Award Advisor to help you fill out this form.  
**Submit:** You will submit this form, now *fully* completed, with Time Log-Form #7, Final Report-Form #8, and Press Release-Form #9 to your Gold Award Advisor 2 weeks prior to your final interview. After your Gold Award Advisor has given final approval, **mail or deliver** the original unbound and unstapled to your chosen council office. **Keep a copy for your files.**

**Form #7: Gold Award Project Time Log**

**Purpose:** This form is a tool to document the minimum 65 hours you have worked on your project.  
**Contact:** Should you need help, call your Personal Advisor or your Gold Award Advisor who will be happy to help you.  
**Submit:** You will submit this form with Budget-Form #6, Final Report-Form #8 and Press Release-Form #9 to your Gold Award Advisor 2 weeks prior to your final interview. After your Gold Award Advisor has given final approval, **mail or deliver** the original unbound and unstapled to your chosen council office. **Keep a copy for your files.**

*Remember, you are applying for the highest award given in Girl Scouting. Your final report should reflect the standards of this award.*



Call your Gold Award Advisor **before** you make changes to your project. Your Gold Award Advisor will know if she is qualified to approve the changes or if you will need to return to the Gold Award Committee for approval.



**Simple changes** to your project, that maintain the same basic plan that was presented to the Gold Award Committee, can be approved by your Gold Award Advisor. (For instance, you decide to change your focus from cats to dogs at the same animal shelter, or you want to work with a different animal shelter, but use the same project idea.)

**Complete changes** will require that you return to the Gold Award Committee for approval. (For instance, you decide to do a dance workshop instead of working with animals.) Your Gold Award Advisor will not be changed once she is assigned. If you have questions about changes, first contact your Gold Award Advisor.

Talk with your Gold Award Advisor monthly by E-mail, phone, or in person. Your Gold Award advisor will also communicate with your Personal Advisor and your Technical Advisor at least once during your project. She will keep a log of all these contacts. That log will be added to your paperwork once it reaches your chosen council office.



#### **Form #8: Girl Scout Gold Award Final Report**

**Purpose:** This form alerts your chosen council office that you have completed your Gold Award project and are ready to receive the Gold Award.

**Contact:** Call your Technical Advisor, the person who is an “expert” in your project area to get the required signature on the Final Report-Form #8 **AND** call your Gold Award Advisor to set up a final interview. **BOTH** signatures must appear on the Final Report-Form #8 for it to be considered valid and complete.

**Submit:** You will submit this form with Budget-Form #6, Time Log-Form #7, and Press Release-Form #9 to your Gold Award Advisor 2 weeks prior to your final interview. After your Gold Award Advisor has given final approval, **mail or deliver** the original forms unbound and unstapled to your chosen council office. The complete set of final forms must be **IN** your chosen council office **NO LATER THAN January 15th** of the year you plan to receive your Gold Award. This deadline must be met in order to participate in the council-wide Honors Ceremony. If you are a senior in high school, your Gold Award project and all paperwork must be completed by September 30th of the year you graduate from high school. You will be recognized at the following year’s Honors Ceremony. **Keep a copy for your files.**

#### **Form #9: Girl Scout Gold Award Press Release**

**Purpose:** This form gives information about you and your project. This information will be used to create your bio and the ceremony script. How to pronounce your name, who will be escorting you across the stage, and how to pronounce their name(s) are all needed for the ceremony script.

**Contact:** Your Gold Award Advisor will look over this form with you at your final interview.

**Submit:** You will submit this form with Budget-Form #6, Time Log-Form #7, and Final Report-Form #8 to your Gold Award Advisor 2 weeks prior to your final interview. After your Gold Award Advisor has given final approval, **mail or deliver** the original unbound and unstapled to your chosen council office. **Keep a copy for your files.**

The hardest part is over, and you are almost home. Don't stop now. Finish up those details, so the party can begin.



## **Step 7 – Reflect and Evaluate – REFLECT**

Once you have finished your project, contact your Technical Advisor to evaluate your project. Ask your Technical Advisor for comments and insights that will be important for your final report. At this time, your Technical Advisor must sign the original Final Report-Form #8. **Your Gold Award Advisor will not be able to give final approval without your Technical Advisor's signature.**



Next, complete the Final Report-Form #8. Then, meet with your Personal Advisor. Ask your Personal Advisor to proofread your final report and add any comments or insights you might have missed. Thank her for the help and support she has given you throughout this process. Then have her sign the original Final Report-Form #8. Your Personal Advisor and Technical Advisor must sign the original Final Report-Form #8.



Now is the time to contact your Gold Award Advisor for a final interview. **You will need to send/deliver a copy of Project Budget-Form #6, Time Log-Form #7, Final Report-Form #8, and Press Release-Form #9 to your Gold Award Advisor two weeks before your final interview.** This interview is mandatory to complete your Gold Award. *If any of these forms are missing or incomplete, your Gold Award Advisor will not be able to give final approval to your project.*

**At the final interview with your Gold Award Advisor** bring the original versions of the Project Budget-Form #6, Time Log-Form #7, Final Report-Form #8, and Press Release-Form #9 neatly organized in a portfolio ready for her final signature. You are welcome and encouraged to bring photos and mementos of your experience to your final interview. *If any of these forms are missing or incomplete, your Gold Award Advisor will not be able to give final approval to your project.*



**Make a final copy of the originals of all your forms with ALL signatures attached.** This copy will stay with you as a memento of your Gold Award experience. It will also serve as a back-up in the event that your project documents take an unexpected journey into the unknown.



**Important reminder:** To receive your Gold Award at the council-wide Honors Ceremony, **YOU must deliver or mail these original documents, with original final approval signatures included, to your chosen council office so that they arrive by January 15 of the year you plan to receive your Gold Award. If any of the following forms are missing or incomplete, you will have to wait until the next March to receive your award: Project Budget-Form #6, Time Log-Form #7, Final Report-Form #8, Press Release-Form #9.**

**If you are a senior in high school, your Gold Award project and all paperwork must be completed, signed, and received at your chosen council office by September 30th of the year you graduate from high school.** You will be recognized at the following year's Honors Ceremony.

Your Gold Award is considered complete the moment you turn in all required materials into your chosen council office and have received the final confirmation letter. Now you can place this achievement on college, scholarship, and job applications.

The day is done. The sun sinks into the West as you sit back, feet up, and a frappuccino in hand. It's time to reflect upon what you have accomplished and thank all those who helped you along the way.



### **Step 8 – Receiving Your Gold Award – The Honors Ceremony!**

The recognition of Gold Award recipients is an important component of the Gold Award process. Girl Scouts of NE Kansas & NW Missouri recognizes recipients each year at the annual Honors Ceremony in March. At this ceremony, you will be presented with a Gold Award certificate and have one or two persons of your choice pin your Gold Award on you.

You will receive your Gold Award at the council-wide Honors Ceremony or you may choose to receive your award at a service unit or troop event. The council provides the Gold Award pin and certificate for each Gold Award recipient. If you plan to receive your Gold Award at an event other than the council ceremony, the council *MUST* receive all Gold Award paperwork by the January 15th deadline to provide pins and signed certificates from GSUSA. The council shop does not keep Gold Award pins on hand. You will need to allow time for the pin to be ordered and to arrive at the council shop. Please plan your Gold Award Ceremony date to allow for the pins to arrive (approximately 1 month).

It is a tradition that our council holds a professional photo shoot for our Gold Award recipients. These photos will be used during the Honors Ceremony, sent to the newspaper of your choice, and on the framed bio of you and your project that will be displayed in your chosen council office.

Additional information about the Honors Ceremony is distributed in February to all recipients.

You may choose to have a personal celebration party to commemorate your achievement. Send out invitations well in advance and have the scrapbook ready for everyone to view.

Don't forget to send thank you notes to everyone who helped you along the way to your Gold Award.

Be a role model for younger girls and tell them about your experience. You may be asked to address troop meetings, Girl Scout conferences, or Gold Award workshops.

Each year GSUSA recognizes outstanding projects with the Young Women of Distinction Award. This award is given to those projects that go above and beyond the items of Vision, Passion, Community Impact, Longevity, Connection, and Leadership. Nominations and self-nominations are taken by a December deadline.

**Congratulations for accepting this challenge  
and best of luck on your adventure to the  
Girl Scout Gold Award.**



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Where Girls Grow Strong<sup>SM</sup>