

## VOLUNTEER TRAINING



Understanding  
the Updated  
Guidelines for  
the Girl Scout  
Silver Award



Change the world  
and gain leadership skills  
that last a lifetime.



The new guides for earning the Silver Award  
will help you every step of the way.



**girl scouts**  
silver award

Volunteer Training

Girl Scouts of Southern Alabama

The New Silver Award  
Guidelines

# What is the Silver Award?



# Silver Award Basics

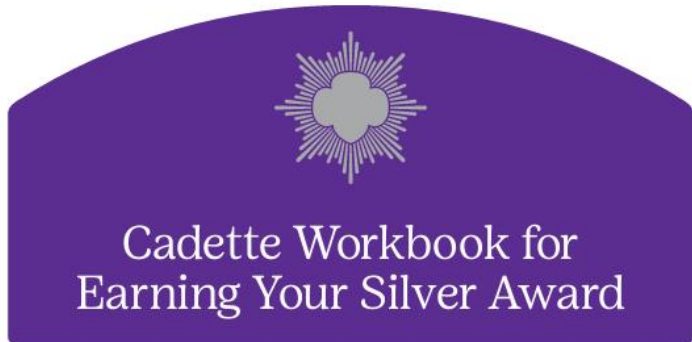
- The Girl Scout Silver Award is the Highest Award that can be earned by a Cadette Girl Scout.
- The Silver Award is a Take Action project that meets three required elements.
- It can be completed by a single Girl Scout or by a group of **no more than 4 Girl Scouts**.
- Recommended 50 hours of work per Cadette logged to the award.
- Must be completed by no later than September 30<sup>th</sup> following the eighth grade of the oldest team member.

The New Silver Award  
Guidelines

# Silver Award Documents



# New Silver Award Documents



Cadette Workbook for Earning Your Silver Award



girl scouts

## Girl Scout Silver Award Project Proposal

Council \_\_\_\_\_

**Team members:** Confirm the full names of each Girl Scout on the project. Please include troop number, current grade, email, and mailing address. (See *Cadette Workbook for Earning Your Silver Award*, Step 2.)

Full Name	Troop Number	Current Grade	Email and Mailing Address	Training (when/how)

girl scouts

## Silver Award Final Report

Council \_\_\_\_\_

Section 1 – Group Response

Share how your project went by updating your Project Proposal responses with a recap of your project. Include supplemental documentation of budget worksheet and money-earning forms if needed.

**Team members:** Confirm the full names of each Girl Scout on the project. Please include troop number, current grade, email, and mailing address. (See *Cadette Workbook for Earning Your Silver Award*, Step 2.)

Full Name	Troop Number	Current Grade <small>If submitting after June 1, please list the grade you will enter in the fall.</small>	Email and Mailing Address

Girl Scout Silver Award Final Report | 2



Adult Guide for Earning the Silver Award



# The Project Proposal





## Girl Scout Silver Award Project Proposal

Council \_\_\_\_\_

**Team members:** Confirm the full names of each Girl Scout on the project. Please include troop number, current grade, email, and mailing address. (See *Cadette Workbook for Earning Your Silver Award*, Step 2.)

Full Name	Troop Number	Current Grade	Email and Mailing Address	Training (when/how)

Girl Scout Silver Award Project Proposal 12

- Girls will work with their Silver Award team members to submit a single Project Proposal to the troop leader.
- Troop leaders must then submit the Project Proposal to the Awards Manager at Council for approval.
- Project proposals must be submitted and approved by the council before moving forward with the project.

Have a look [HERE](#)

# The Final Report

- Girls will work with their Silver Award team members to submit one single Final Report to the troop leader.
- Troop leaders must then submit the Final Report to the Awards Manager at Council.
- Girls must complete the individual responses on their own and submit their own time log.

Have a look [HERE](#)

girlscouts

## Silver Award Final Report

Council \_\_\_\_\_

### Section 1 - Group Response

Share how your project went by updating your Project Proposal responses with a recap of your project. Include supplemental documentation of budget worksheet and money-earning forms if needed.

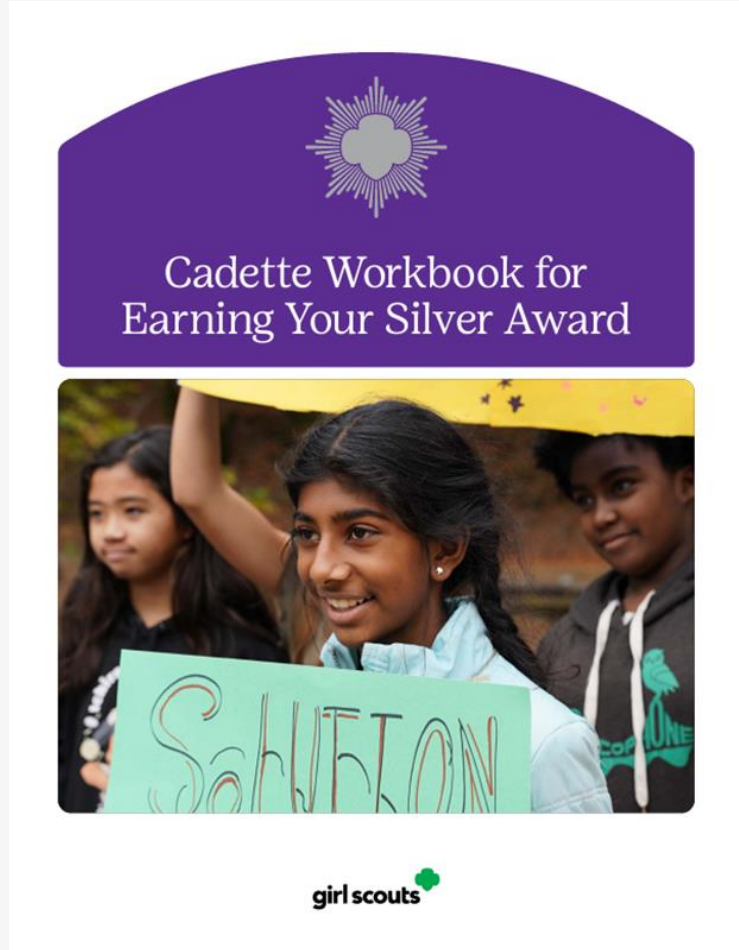
**Team members:** Confirm the full names of each Girl Scout on the project. Please include troop number, current grade, email, and mailing address. (See *Cadette Workbook for Earning Your Silver Award*, Step 2.)

Full Name	Troop Number	Current Grade <small>If submitting after June 1, please list the grade you will enter in the fall.</small>	Email and Mailing Address

Girl Scout Silver Award Final Report | 2



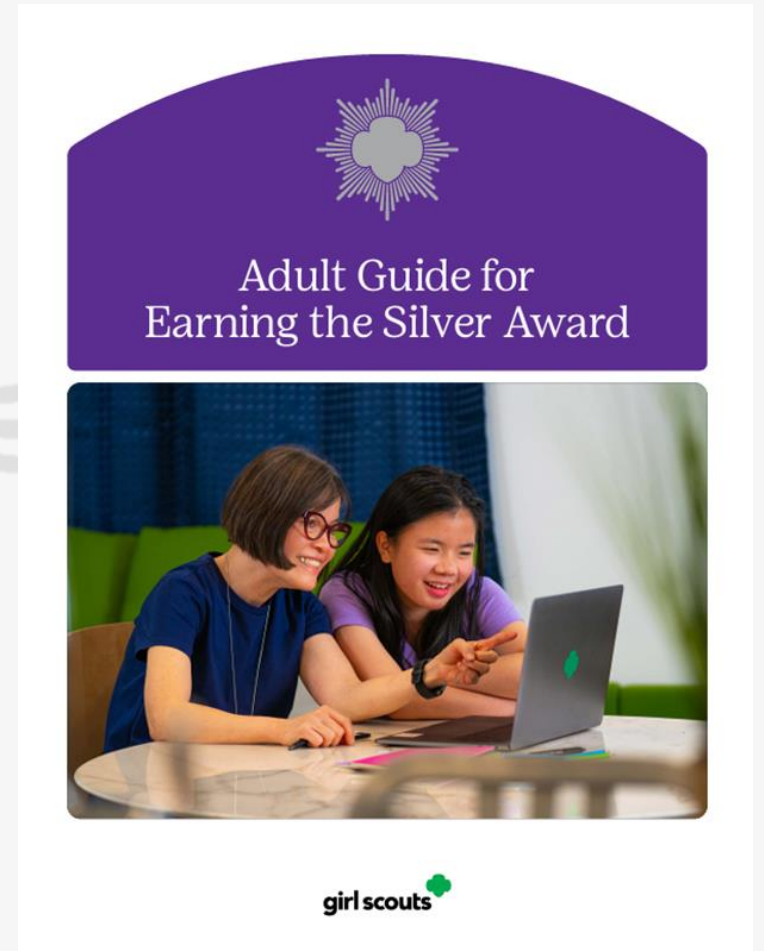
# Silver Award Guides



The cover features a purple arched header with the Girl Scouts logo. Below the header, the text reads "Cadette Workbook for Earning Your Silver Award". The main image shows three young women; one is holding a green sign that says "SARVETON". The Girl Scouts logo is at the bottom.

Cadette Workbook for  
Earning Your Silver Award

girlscouts



The cover features a purple arched header with the Girl Scouts logo. Below the header, the text reads "Adult Guide for Earning the Silver Award". The main image shows two young women sitting at a table with a laptop, looking at the screen. The Girl Scouts logo is at the bottom.

Adult Guide for  
Earning the Silver Award

girlscouts

# Silver Award at a Glance

## 7 Steps to the Silver Award



### Prerequisite:

Go on a **Cadette Journey**, including the Journey's Take Action™ project.



### Step 1:

**Identify issues** that you're passionate about and how they affect your community.



### Step 2:

**Build your team.** Work with a team of up to three other Cadettes or on your own. Either way, plan to partner with the community.



### Step 3:

**Explore your community** to learn more about issues that interest you. This can be your neighborhood, your school, Girl Scouts, your place of worship, or another community of interest.



### Step 4:

**Choose your Silver Award project** based on your passions and what you've learned by exploring your community and talking to others.



### Step 5:

**Make a plan and submit your Project Proposal** to carry out your Silver Award Take Action project.



### Step 6:

**Put your plan in motion.** You and your team will each spend about 50 hours to earn the award. Planning time counts too! Use the Time Log to track your time.



### Step 7:

**Spread the word and submit your final report.** Inspire others! You can give a presentation to another Girl Scout troop, your local Girl Scout community, or to students at school. Turn in your final report to your council before September 30 after completing 8th grade.



### Then...

**Celebrate!** Check with your council to see if they host a local ceremony or celebration, or organize one of your own!



- Both Guides feature a “Silver Award at a Glance” to help both Cadettes and Adults visualize the process.

# Prerequisites

Before girls begin working on their Silver Award, confirm that the Girl Scouts have met the following prerequisites:

- Girl is a registered Girl Scout Cadette in the 6<sup>th</sup> – 8<sup>th</sup> grade.
- Completed a Cadette Journey, including the Journey's Take Action project

Excited to earn your Silver Award?  
Check these off first.

- You're a registered Girl Scout Cadette (in grades 6–8).
- You've earned a Cadette Journey, including the Journey's Take Action project.
- You will be able to finish your project and submit paperwork by September 30 after 8th grade is completed.
- You're excited to plan a **Take Action** project with the required elements by: practicing **leadership**, addressing a real **root cause** of a community issue you care about, and creating a plan to make your project **sustainable**.

# Adult Guide Exclusives

The Adult Guide divides the Silver Award into two parts to better enable adults to assist Girl Scouts through the Silver Award Process. It features “How You Can Help” sections and the guide is from the point of view of an Adult Volunteer.

**The  
Silver Award  
Defined**

**Part One**

The guide also explains the adult roles during certain steps in the process.

**Achieving  
the  
Silver Award**

**Part Two**

## Your Role in the Silver Award

Your role in the Silver Award Take Action project is primarily as a guide.

This is true whether you are a troop leader, assistant leader, a project volunteer, or a parent/legal guardian. When you think about your role, keep the Girl Scout Leadership Experience in mind.

The Girl Scouts should:



*Girl-Led*

**Lead age-appropriate project activities.**



*Learning by Doing*

**Make learning memorable, meaningful, and long-lasting.**



*Cooperative Learning*

**Learn by working together.**

Though you won't be directly planning or leading the project, you can make suggestions and guide Girl Scouts to stay on track. You can also help them find the resources they need, like helping them connect with and visit community experts. You can encourage Girl Scouts and ensure their safety by following Girl Scout safety guidelines. And, of course, have fun! It's amazing to watch what they can do. When the Girl Scouts wrap up, plan to celebrate!

### How You Can Help

You know Girl Scouts are getting the Girl Scout Leadership Experience if they can check these boxes as they work on their Silver Award Take Action project:

#### Girl-Led

- Choosing roles
- Making decisions
- Running activities and meetings (appropriately for their age)

#### Learning by Doing

- Being active
- Going places
- Being hands-on

#### Cooperative Learning

- Working with others
- Experience a sense of belonging
- Engage in action and reflection



# Part 1: The Silver Award Defined



Offers the following sections to adults only

- “How to Use This Guide”
- “Benefits of Becoming a Silver Award Girl Scout”
  - Offers information on the benefits of the Silver Award in the frame of the Girl Scout Leadership Experience
- Sections on Leadership, Root Cause, and Sustainability.
- “Silver Award Resources”
- “Your Role in the Silver Award”



# The Take Action Difference

## Take Action vs. Community Service

Before you begin, it's helpful to understand the difference between a Take Action project and a Community Service project. Here's the difference:

Take Action	Community Service
A <b>long-term project</b> with sustainable and ongoing influence that addresses an issue's root cause	A <b>short-term effort</b> that helps something or someone fulfill an immediate need
Done <b>WITH</b> the community	Done <b>FOR</b> the community
<b>Creating a unique initiative</b> to address an issue's root cause	<b>Joining an existing effort</b> to solve an issue
<b>Creating and leading</b> your own team of volunteers	Joining <b>an existing team</b> , usually as a volunteer
<b>Setting the goals</b> and leading a team to achieve them	Working toward <b>a goal that's set by others</b>

Often, a community service project idea can be developed into a Take Action project. For example, you may want to collect items for a crowded pet shelter. That's a service project, of course. But if you partner with the shelter to understand the root causes of overcrowded shelters and come up with a solution, like workshops to educate others about spaying and neutering pets, that's a Take Action project.

# Highest Awards Take Action Project Elements

	Leadership	Root Cause	Sustainable	Measurable	National and/or Global Link
<b>Bronze</b> Juniors	◆	◆	●		
<b>Silver</b> Cadettes	◆	◆	◆	●	●
<b>Gold</b> Seniors/Ambassadors	◆	◆	◆	◆	◆

*Adult Guide pg. 8 / Cadette Workbook pg. 6*

Required element ◆ Introduction of new concept ●



## How to Show Leadership

There are two ways to earn the Silver Award: Girl Scouts can work with a small team (of up to three other Cadettes), or they can take on a project on their own. Both options provide opportunities to learn leadership skills.

### Here are a few suggestions:

- Each Girl Scout should play an active role in choosing, planning, and developing their Take Action project.
  - Individuals on a team can share their vision to help align the group.
- It isn't a leader's job to do everything; rather, it's the leader's job to make sure everything gets done.
  - If working in a team, each individual is encouraged to be responsible for one specific aspect of the project.
  - For individuals as well as teams, active leadership is shown when involving others in their efforts. Recruiting and engaging other people from their network and around the community may be necessary to complete certain tasks.
- Plan to partner *with* community members to take action.
  - Community members might be teachers or school administrators, business or religious groups, or staff at a local community center working on the issue the Girl Scouts are interested in. They should be experts in the issue they're working on. Ideally, their project will provide the community they serve with a much-needed solution, so they will help sustain their project. Taking action to make a positive change in their community is leadership.

**Keep in mind:** each Girl Scout will be required to identify and reflect on their own leadership experience in their Final Report, as well as provide names of volunteers and community partners who assisted in their projects.



### Why not a big group of Cadettes?

**Small Teams:** Have you ever worked on a project with a large group of people and noticed that some folks talk a lot, make a lot of decisions, or call the shots—while other group members may hang in the background? When you work in a group of three people or fewer, you have the best chance of creating a space where all voices are heard and everyone gets to develop their leadership skills equally.

To meet the Silver Award **Leadership** requirement, you'll need to build a team. You've got options:

- **Small team model:** Work with a team of up to three other Cadettes. Your team can be made up of Girl Scouts from the same troop, other troops, or individually registered Girl Scouts. Each Girl Scout must play an active role in choosing, planning, developing, and completing the team's project, and must have their own role and responsibilities in the project.
- **Solo model:** You can create and implement a project on your own. Recruiting and engaging your peers and/or adult volunteers from your network and around your community will be necessary to complete specific tasks.

*Left, pg. 9 Adult Guide / Above, pg. 10 Cadette Workbook*

## Suggestions to Keep in Mind

- Each Cadette is active in planning the Silver Award Take Action Project.
- Girls can self-delegate certain aspects of the project.
- Partner with the community

**REQUIRED ELEMENT**

# Emphasis on Root Cause

- Page 10 of the Adult Guide for Earning the Silver Award offers guidance on how to narrow an issue down to the root cause.
- Girls will be expected to identify the root cause of the issue in the new Silver Award Proposal

## *REQUIRED ELEMENT*

<b>You noticed that:</b>	<b>You researched and asked “Why?” to uncover these root causes:</b>	<b>You addressed the root cause when:</b>
<i>The plants are drooping.</i>	<i>The plant has pests that are damaging the leaves, causing wilting.</i>	<i>You developed a natural plant pest spray and sprayed the plants.</i>
	<i>This plant variety should only be watered once a month.</i>	<i>You made a note to tell your neighbor that their plants need water less often.</i>

Once Girl Scouts have identified their issue, they can also use the mind mapping diagram in their *Cadette Workbook for Earning Your Silver Award* as a visual tool to help them explore root causes. See the appendix in this guide for an example of the mind mapping diagram.

# Mind Mapping for Root Cause

## Mind Mapping Diagram

**Step 1:**  
Write your  
community issue.

(Place the answer in the inner circle.)

**Step 2:**  
Ask: "What activates  
the issue?"  
Then, explore further.

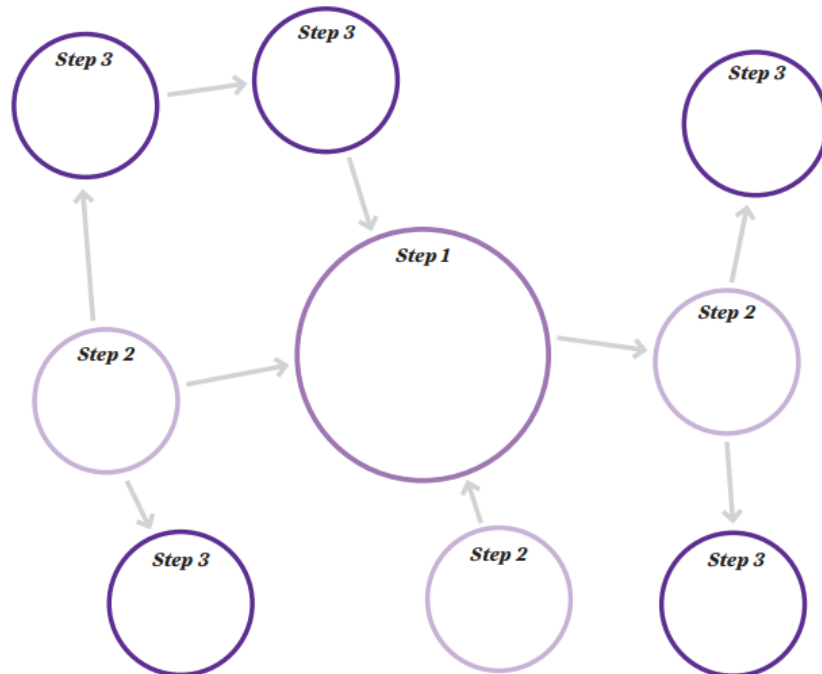
(Place answers in circles just  
outside the community issue.)

**Step 3:**  
To find the root cause,  
ask: "Why does this  
happen?"

(Place answers in outer circles.)

### Try it!

Write your community issue in the center circle. Ask yourself: What activates the issue? Write your answers in the circles closest to the center circle (add more if you need to). Then, explore further. Ask: "Why does this happen?" Place these answers in the smaller outer circles, like in our example on page 13. Add as many of these circles as you like. These are your root causes. Select one or two root causes and you have the foundation of a strong Silver Award Take Action project!



This mind-mapping tool can help Cadettes identify the root cause of an issue that needs to be addressed. Cadettes will then select one of two root causes to address.

*Pg. 32, Cadette Workbook / pg. 35 Adult Guide*

# Silver is Sustainable

Silver awards must be a sustainable Take Action project rather than a band-aid for a one-time impact.

Adults must understand the meaning of a sustainable project to better guide their girls in developing their project plans.

## *REQUIRED ELEMENT*

Discuss how they can make their projects sustainable. Here are three methods to consider:

Create a permanent solution that can be used after the project is complete.

Educate and inspire others in the community or within Girl Scouts to be part of the change.

Advocate to change a rule, regulation, or law, and encourage others to join!

*Sustainability Chart, pg. 11 Adult Guide*

# Measuring Impact

- Measuring the impact of the Silver Award allows the girls to track the success of their project.
  - This can be done through surveys, tracking attendance, or through tracking social media responses.



*This element is not required for the Silver Award but will be during the Gold Award.*

# National and/or Global Link

- Identifying a national and/or global link is connecting how the project's issue is relevant worldwide. It's likely the issue can be found in your own local, regional, or national community and across the globe, whether it's hunger, poverty, illiteracy, homelessness, or pollution.
- Try to identify the project's national and/or global link by encouraging Girl Scouts to research how other people and places address their issue.
- Try to figure out:
  - How do other organizations or communities implement solutions?
  - What can be learned?
  - What can be incorporated into their project?

*This element is not required for the Silver Award but will be during the Gold Award.*

# Part 2: Achieving the Silver Award

Offers the following sections to adults only

- “Getting Started”
- “How Much Time Does it Take?”
- “When to start”
- “How Adults Can Help”
- “What Comes Next”

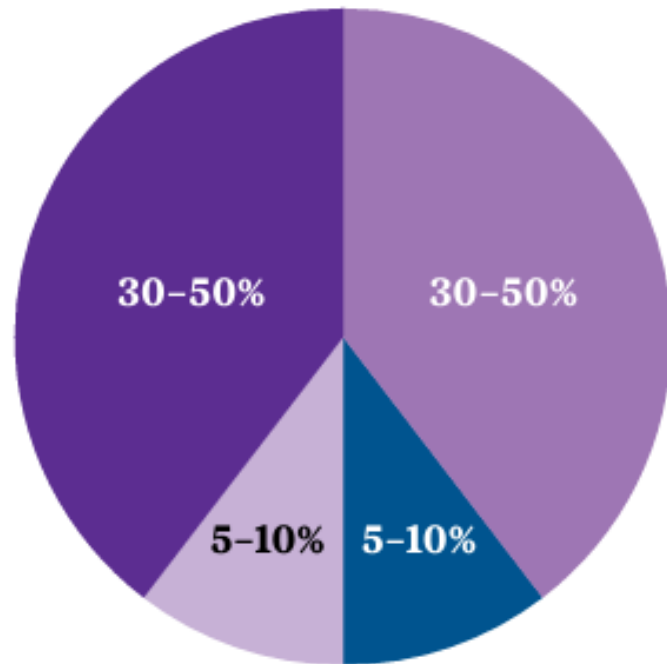


# Breakdowns

## How much time does it take?

It is recommended that each individual Cadette spend approximately 50 hours working towards the Silver Award. However, the process Girl Scouts engage in and their leadership growth are much more important than the total number of hours logged. In some cases, the project is completed over the course of a summer; in others, over the course of a school year.

### Budgeting Hours



- **Preparation (30-50%)** is the process of preparing the project plan and Silver Award Project Proposal (required). This includes research, contacting possible community partners, investigating activities, and finding volunteers.
- **Implementation (30-50%)** is the process of leading and executing the plan and making changes when necessary to achieve the goal. This includes training volunteers, leading the team, and more.
- **Earning money (5-10%)** is optional, and only includes time spent earning money for the Silver Award.
- **Final Report and thanks (5-10%)** includes reflecting on their project's impact, completing the Silver Award Final Report, and thanking their team.



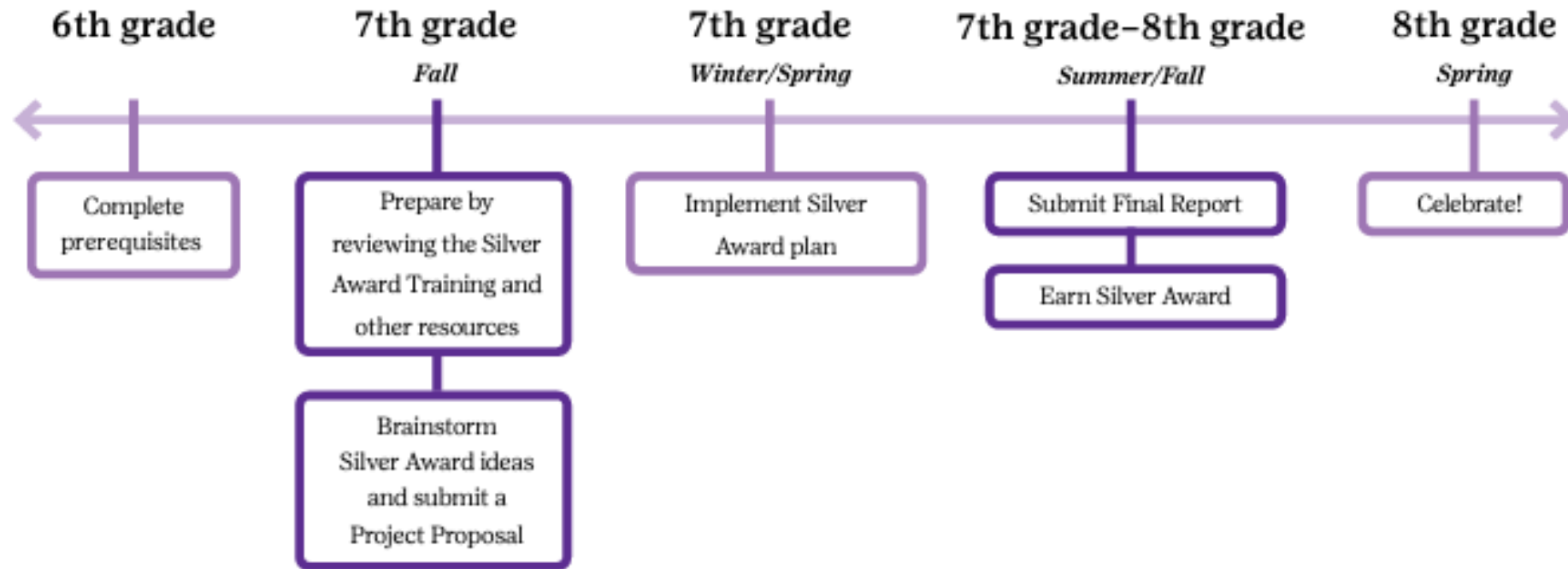
The Adult Guide offers more breakdowns of the Silver Award that give volunteers, guardians, and any advisors a more thorough view of how the project should be moving along.



## When to start?

While Girl Scouts can earn the Silver Award anytime during their Cadette years (grades 6–8), it's recommended that they aim to earn the Silver Award by the summer following their 7th grade year. The additional year offers a buffer in case the Silver Award takes longer than anticipated. Plus, this gives Girl Scouts the entire 8th grade year to relax and do other fun activities before bridging to Seniors and turning their sights to the Gold Award.

### Recommended (not required!) Timeline:



Adult and Girl Guides

# Steps to Earn the Silver Award





## Step 1: Identify issues.

- Time tracking begins in the first step. Girls should log hours as they go to prevent having to go back and retrace their steps.
- The Cadette Guide gives the girls the tools they need to establish issues to focus on.
- The Adult Guide offers instructions and ways to help cadettes.

 What issues are you passionate about?	 Why are these issues important to you?	 How do the issues affect your community?
<i>Environment</i>	<i>Trees are essential for so many animals. I see a lot of trees being cut down to make room for new buildings.</i>	<i>There is less space for the birds and their nests.</i>
<i>Education</i>	<i>I want to be a teacher and I enjoy working with kids.</i>	<i>All children should be able to learn and have fun while doing it. More tools are needed to assist teachers in keeping learning fun.</i>

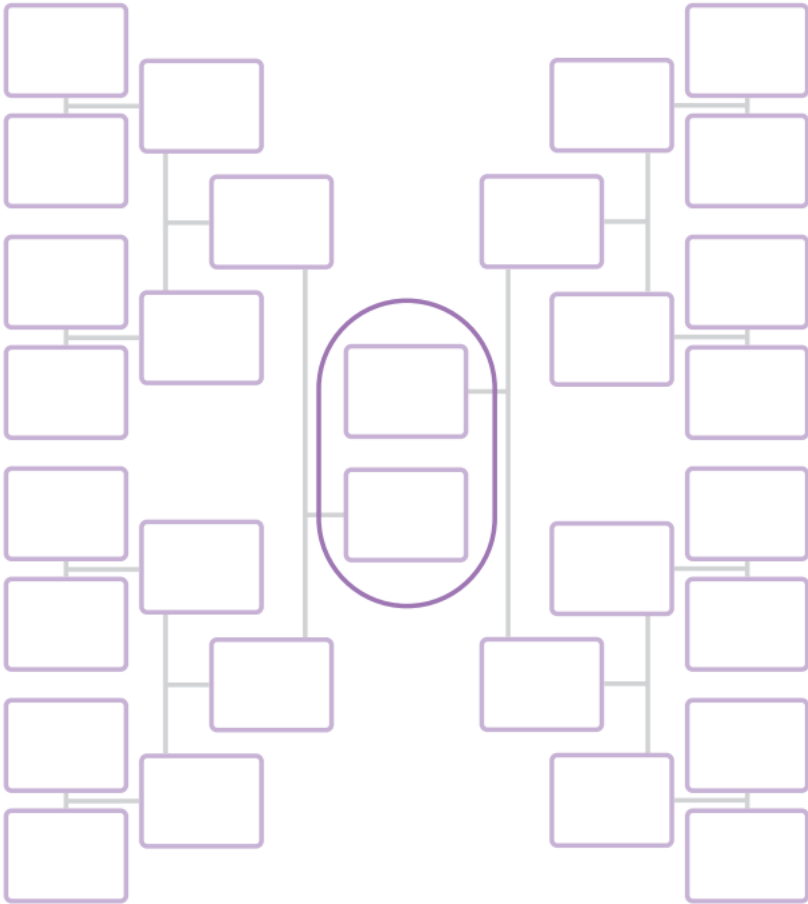
Match your talents and skills with the issues you identified and the people you want to help using the Take Action Brainstorming Decision Bracket, which can be found in the template pages.

## Take Action Project Decision Bracket

What are your talents and skills?  
What did you do for fun?

Combine the final pair to create  
your Take Action project!

What bothers you?  
What issues do you want to solve?  
Who do you want to help?



Cadettes having trouble selecting an issue from the many they may be passionate about can use this Decision Bracket tool to help narrow down to one issue to focus on.

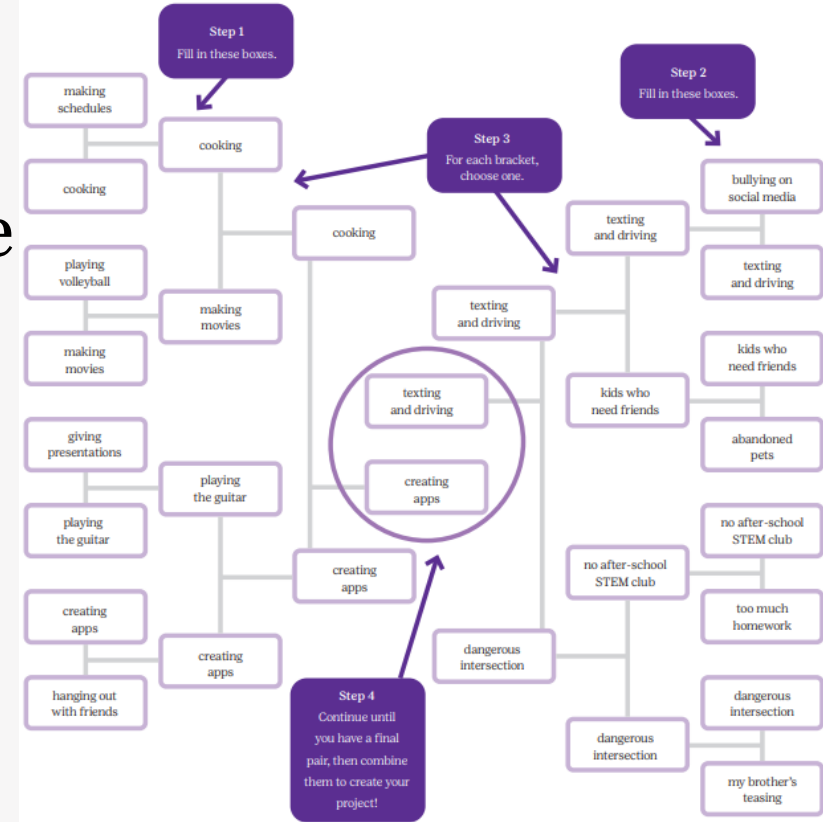
## Take Action Project Decision Bracket

In this example, your Take Action project might be to create an app that locks your phone before you drive, then sends a unique code to someone who's not in the car. You can't use your phone until the person with the code unlocks it.

What are your talents and skills?  
What did you do for fun?

Combine the final pair to create  
your Take Action project!

What bothers you?  
What issues do you want to solve?  
Who do you want to help?



## Step 2: Build your team.

1. Established by a single cadette or up to four cadettes.
2. The team has the support of at least one registered, background-checked Adult Girl Scout Volunteer to be responsible for safety and Silver Award Procedures.
3. Having a project advisor is not required but can be very helpful. Lots of people are happy to play a part in helping a Girl Scout make the world a better place.

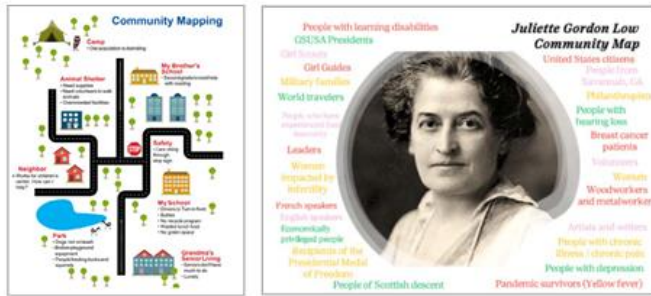
Activities are offered on pg. 20 of the Adult Guide that volunteers can use to help Girl Scouts build their team.



# Step 3: Explore your community.

## 1. Draw a community map to keep track of what you see and your ideas for change.

As you explore, remember that a community can be a physical place on a map or a group of people.



## 2. List the names and contact info of those you meet in your community who might be able to help you with your project.

Community experts are important because they can offer their knowledge or advise you on how to take action on the issue(s) you are thinking about addressing through your project.

Name and Contact Info	Organization	How might they help?
Teacher, neighbor	Neighborhood preschool	Ideas on how to engage preschool students in learning
Carpenter, local store owner	Local hardware store	Ideas for the materials to use for the hands-on shoe-tying tool

## 3. Learn what others know of your issue.

Chat with the people you know to learn about your issue in the community. It's another way of finding a project idea that might interest you.

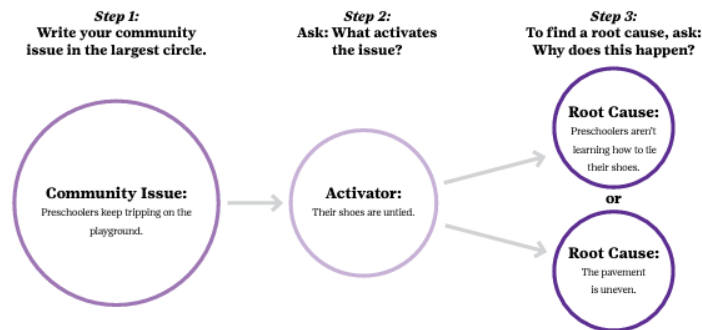
Who I Talked to	Issue(s) They Suggested	What Causes the Issue	What Worked in the Past	What Didn't Work
Teachers	Students tripping	Shoelaces untied	Learning the skills at home	School nurse teaching students
School nurse	Students needing more support to learn how to properly tie their shoes	Students not getting enough practice	Presentation on how to tie shoes	Students forgot how to tie shoes after the presentation because there was no practice involved
Parents	No time to teach shoe tying	Busy schedules	Shoes without laces	Can't always wear shoes without laces

## 4. Research root causes by asking what causes an issue and why, then ask why this happens again.

Understanding the **root causes** of your issue is an important part of a Take Action project. By looking at the root causes of an issue, you figure out why the issue is happening in the first place and then you can create a solution to stop it from happening again.

Uncovering root causes may seem hard but it can be surprisingly easy. Brainstorm with your team, use colorful sticky notes to track your ideas, or create your own mind map diagram like the one shown here. Keep asking "Why?" and you may find that there is more than one root cause!

Use the **blank mind mapping diagram** in the template pages to find the root cause of your project's issue.



The Cadette Guide offers tools to help girls to explore their community to build community partnerships.

Adults have a “How You Can Help” that can aid in guiding the girls through this step of the process.

## How You Can Help

1. **Guide Girl Scouts to map the communities they see.** Step 3 in the *Cadette Workbook for Earning Your Silver Award* recommends drawing a community map. It might help Girl Scouts to know that community can be more than just a physical place. Sure, they can explore their neighborhood. But a community is also a group of people, like an athletic team, faith-based group, Girl Scouts, and groups with a common characteristic, as shown in the Juliette Gordon Low Community Map (both examples are in the *Cadette Workbook for Earning Your Silver Award*). Even a younger sibling's preschool is a community that they might know something about and want to explore for a project. For more ideas, see the [Girl Scout Activity Zone's Cadette Getting Started with the Silver Award Activity](#), which explains how to make a community map.



## Step 4: Choose your Silver Award Project.

### Make it official by writing it down:

The issue my project will address is...

*I care about education and I like working with children. I learned that lots of preschoolers are tripping on the school playground because they are not properly tying their shoes. The school nurse has seen an increase of injuries and is concerned someone will hurt themselves badly.*

It matters because...

*Injuries at school take away from children's fun and learning time. It's important that all children are safe and able to play. Mastering a task like shoe tying will help preschoolers be more independent and confident.*

My target audience (who is going to benefit) is...

*Preschoolers and school staff.*

*Pg. 15 Cadette Workbook*

### How You Can Help

#### Help Girl Scouts who still aren't sure about their project.

- They may have two (or more!) ideas they love. Help them narrow down their options by reviewing the information they've collected. They can create a pros and cons list if they can't decide between two or more project ideas. They could also narrow down a project that feels like it's too much. Contact your local council if you are feeling stuck.
- A team may be split between two project ideas. Help them come to consensus or compromise by fist-to-five voting. Here's how: Everyone shows their level of agreement by holding up a number of fingers, so each person can convey their opinion without speaking and ensuring no one's view is ignored. A fist means "No interest;" one finger means "I'll just barely go along but am not blocking the project idea;" two fingers mean "I don't like it, but will go along;" three fingers mean "I'm in the middle;" four fingers mean "This idea is fine;" and five fingers mean "I like the project idea a lot." Anyone showing fewer than three fingers is given an opportunity to state their objection, and the team addresses their concerns. The team continues the fist-to-five process until they achieve consensus (a minimum of three fingers or higher for all team members).

**Have Girl Scouts write down what they'll do for their project**, why their project matters, who it helps (target audience), and how it addresses the root cause of their issue in their *Cadette Workbook for Earning Your Silver Award*. Writing down the answers to these questions will help solidify their plans.

- The target audience is the clearly identified members of the community affected by the issue. For example: pet owners, children in grades 3-5, refugees, their classmates at school, Girl Scouts in their service unit, or the elderly in their neighborhood.

*Pg. 23 Adult Guide*

The Cadette Guide offers this tool for Girl Scouts to use in their decision for a Silver Award Project before they complete the Project Proposal as a group.

# Cadettes having trouble selecting a single project?

Pros/Cons Diagram

**Try It!** If you're still unsure about a project idea, list the pros and cons of the ideas you're considering. Make a copy of this page for each idea you want to explore.

Project Idea

Pros	Cons



Cadettes can complete the Pros/Cons Diagram in their workbook to help them select the project they will move forward with.

*Pg. 33, Cadette Workbook*



## Step 5: Make a plan and submit your Project Proposal.

Cadettes will need to plan how the timeline for their Silver Award will progress, who will be involved, and how they will address the issue through teamwork.

The Cadette Guide offers a series of tools to help Cadettes establish how they will meet the required elements, budgeting worksheets, and tools for the optional elements.

Project Proposals should be submitted by Cadettes to the Troop Leader. The Troop Leader will then submit it to the council for approval. This can be done on paper or emailed to [awards@girlscoutssa.org](mailto:awards@girlscoutssa.org)



Tip: The Silver Project Proposal must be submitted and approved **BEFORE** continuing work on your project. If you are working in a group, fill it out together!

# Budgeting for the Silver Award

Budget Worksheet

Funds/Donations (+)

What is the item? <small>[Money Earning/Troop Funds/Donations (In-kind or monetary)]</small>	Who is it from?	Total Value

Expenses (-)

What is the item? <small>(Purchased Supplies)</small>	Where is it from?	Total Value

<b>Balance</b>	\$0
----------------	-----

(This is a sample. Other spreadsheet formats are also acceptable.)

- Cadettes will need to complete an estimated budget with the project proposal.
- Cadettes will need to complete a budget worksheet with the final report tracking their donations and expenses.

# Budgeting for the Silver Award

- Please view the requirements for money-earning projects and Troop Finance in the Volunteer Policies located on the GSSA Website.
- When in doubt, always ask.

Permission for Troops and/or Service Units to conduct an approved money-earning activity, other than the GSSA cookie program or the Munchies & Mags sale, must be obtained no later than four weeks prior to the activity.

If a Gold Award project includes any fundraising component, approval must be received from the Awards Manager.

Proceeds from money-earning activities may not exceed the amount of money needed to offset the cost of the planned project.

Monetary donations cannot be made to any non-Girl Scout organizations by Troops or Service Units.

No resale of commercially manufactured products by any Girl Scout Troop is permitted other than the Council Cookie and Fall Product Sale.

Additional guidelines can be found in [Volunteer Essentials](#).

## Girl Scout Silver Award Checklist

Check items off your list once you have completed them. When you've checked off all the items from each section and received approval from your troop leader or council, you're ready for the next section!

### Prerequisite

- I am a registered Girl Scout Cadette (in grades 6–8).
- I have finished a Cadette Journey, including the Journey's Take Action project.
- I know that I need to finish my project and submit paperwork by Sept 30th after 8th grade is completed.
- I know the Silver Award **Take Action** project's required elements are 1. Practicing **leadership**; 2. Addressing a **root cause** of a community issue I care about; and 3. Creating a plan to make my project **sustainable**.
- I have completed Silver Award training from my council. (This is highly recommended if available.)
- I have reviewed the *Cadette Workbook for Earning Your Silver Award*.
- I am excited to get started!

### Project Proposal

- I developed a title for my project.
- I provided information about myself (solo model) or myself and up to three other Cadettes (small team model) and additional adult resources.
- I provided the name of the completed Cadette Journey and completion date.
- I answered the Journey reflection questions to remember the lessons learned from the Journey's Take Action project.
- I decided my project's expected start date and expected completion date.
- I researched an issue I am passionate about and identified at least one **root cause** that is based on a need in my community.
- I have identified my target audience (who is going to benefit).
- I have identified and engaged experts and others in my community who might be able to help with my project or have knowledge of how my project issue affects my community.
- I have described my plan to address my issue's root cause and make my project **sustainable** by using one of these three methods:
  - Create a permanent solution that can be used after the project is complete.
  - Educate and inspire others in the community or within Girl Scouts to be part of the change.
  - Advocate to change a rule, regulation, or law and encourage others to join.
- I have worked with my team (if applicable) to identify all team members' **leadership** roles, which are all different and will each take approximately 50 hours of work.
- I have reviewed my plan and confirm my project is Take Action and not Community Service.
- I have listed potential supplies needed and estimated costs.
- I am aware of my local council's requirements for any of my project's donations, money-earning activities, or the use of troop funds.
- I am aware that each individual team member should spend approximately 50 hours on the project and maintain a Time Log.
- Optional: I've identified how I would try to make my project measurable by making a goal to measure the project's success.*
- Optional: I've identified how I would try to make a national and/or global link.*
- I have worked with my team (if applicable) to complete all fields on this form, including all questions, lines, and signatures.
- I have worked with my team (if applicable) to develop and submit one Project Proposal.

# Located on pages 24&25 in the Cadette Workbook and in the appendix of the Adult Guide

### Final Report

- I have updated my Project Proposal responses, sharing my project results—including what I did, how my project went, and what my team (if applicable) and I accomplished (Section 1).
- I have submitted a Budget Worksheet,\* which has a record of the funds raised (donations, money earned, and troop funds) and spent, including how they were spent. I've also provided any additional council-required documentation related to money-earning activities (Section 1).
- I have identified how I let others know about my project and the impact it had (Section 2).
- I have provided copies of photos, videos, flyers, or other evidence that documents what was accomplished (Section 2).
- I have submitted a Time Log\* of my hours. Each Cadette should spend approximately 50 hours working towards the Silver Award (Section 3).
- I have included my reflection on this experience and how it has prepared me to pursue the Gold Award (Section 3).
- I have worked with my team (if applicable) to complete all fields on this form, including all questions, lines, and signatures.
- I have worked with my team (if applicable) to submit one Final Report, which includes individual sections that each team member completed on their own.
- I have submitted the Final Report no later than September 30 after finishing 8th grade.

\*Other formats are acceptable for Time Log and Budget Worksheet

## Step 6: Put your plan in motion.

Silver Award Take Action Project: To-Do List

Example	Task	How? Supplies needed?	Date task needs to be completed
Gloria	<i>Develop the hands-on tool.</i>	<i>Discuss ideas with the carpenter and preschool teacher.</i>	<i>March 7</i>
	<i>Get supplies for the hands-on tool.</i>	<i>Donation from the hardware store: pressed wood, nails, and yarn.</i>	<i>April 8</i>
Ava	<i>Learn about fine motor skills and developmental stages of preschoolers.</i>	<i>Talk with a preschool teacher or other professional who works with preschoolers.</i>	<i>March 1</i>
	<i>Find fun ways to teach preschoolers to tie their shoes.</i>	<i>Review and sign the online <a href="#">internet safety pledge</a> with my troop leader, then research online.</i>	<i>March 21</i>
Zuri	<i>Schedule shoe-tying workshops.</i>	<i>Discuss possible dates with preschool administrators, then check with the team for their availability.</i>	<i>March 4</i>
	<i>Promote the workshops to preschooler families.</i>	<i>Create flyers advertising the workshops.</i>	<i>April 2</i>

While the project will be completed as a team, each team member must track their own time and submit their completed time log with the final report.

Date	Task	Time Spent	Running Total
<i>3/7</i>	<i>Meet with the carpenter.</i>	<i>1 hour</i>	<i>1 hour</i>
<i>4/8</i>	<i>Get supplies.</i>	<i>1 hour</i>	<i>2 hours</i>
<i>4/20</i>	<i>Build sample hands-on tool.</i>	<i>4 hours</i>	<i>6 hours</i>
<i>5/1</i>	<i>Practice how to instruct.</i>	<i>2 hours</i>	<i>8 hours</i>
<i>5/10</i>	<i>Test with the preschool teacher.</i>	<i>2 hours</i>	<i>10 hours</i>
<i>6/1</i>	<i>Build more hands-on tools to leave with the school after the workshop.</i>	<i>8 hours</i>	<i>18 hours</i>

Above, Pg. 22, Cadette Guide / Right, Pg. Cadette Workbook

Cadettes will have to decide which tasks each group member will do. This chart is a great example of how Cadettes can do this.



## Step 7: Spread the word and submit your Final Report.

### **What if you didn't meet all of your goals?**

The Silver Award is a leadership award. The most important outcomes are the ones you gain for yourself: improved confidence, better organization, stronger teamwork, and more. It's less about the perfect final product and more about what you discover along the way!

Once the Final Report is submitted, the troop leader will receive an email notifying them of the status of the project approval. Troops can then purchase Silver Award Pins through our shop and will be added to the list of honorees for the upcoming In Your Honor.

Cadettes are asked to please share their Silver Award story with others to further advocate for the issue addressed in their project.

Please complete the “Share Your Story” form located on the GSSA Website.



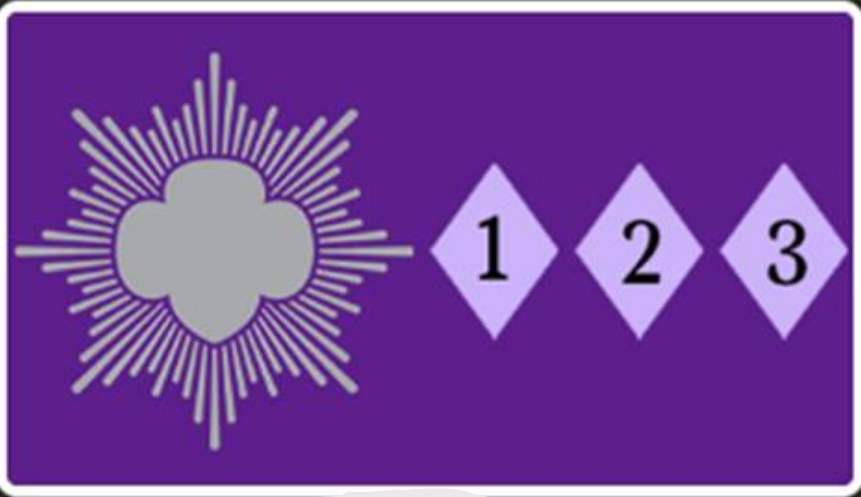
**Congratulations! You've completed your Silver Award Take Action project. Get started on your Final Report by reflecting on your experience.**

- Describe in detail what you did for your leadership role.
- In completing this project, what did you discover about yourself?
- What skills did you gain, and how will these skills help you in the future?
- What part of your project would you change if you could start over, and why?

GSUSA Silver Award Training

The GSUSA  
Earning the Silver  
Award: Your Guide  
to the  
Requirements and  
Process Pathway





## GSUSA Earning the Silver Award: Your Guide to the Requirements and Process

The courses in this learning path prepare Cadettes to earn the Silver Award in a fun and interactive way\*. The Silver Award Overview course and the Silver Award Requirements: a Closer Look course present real project examples and resources to help Cadettes understand the requirements for a successful Silver Award project. The Silver Quest modules guide Cadettes through the 7 Steps to earn the Silver Award in step with the Cadette Workbook for Earning Your Silver Award.

\*Based on guidelines updated in 2023

- Located on GSLearn
- The GSUSA Earning the Silver Award: Your Guide to the Requirements and Process is an online training Cadettes can take as a troop to help them understand and prepare for the Silver Award process.
- Volunteers and other registered Adults are also welcome to take the course pathway.
- The courses are interactive and offer real examples of Silver Awards.
- Pairs with the meeting plans in the VTK to help provide a smooth Silver Award Process.
- Through the courses, Cadettes will be able to walk step by step through the process as well as get practice in identifying root causes and more.

Please email [awards@girlscoutssa.org](mailto:awards@girlscoutssa.org) to be assigned the training.



# GSUSA Earning the Silver Award

The pathway is broken down into three courses.

- Course 1: GSUSA Silver Award Overview
- Course 2: GSUSA Silver Award Requirements: A Closer Look
- Course 3: GSUSA Silver Quest: Complete the Steps for Earning Your Silver Award



## Girl Scouts Silver Award Quest Steps 1-3

In this course you will go on a quest to discover the 7 steps for earning the Silver Award. This module covers steps 1-3

[Begin](#)



## Girl Scouts Silver Award Quest Steps 4-5

In this module, you will continue a quest to uncover the 7 steps for earning the Silver Award. This module covers steps 4-5

[Begin](#)



## Girl Scouts Silver Award Quest Steps 6-7

In this module, you will complete the quest for earning the Silver Award. You also will learn tips for troubleshooting common hiccups you may experience along the way.

[Begin](#)

Silver Award VTK  
Meeting Plans

# Utilizing the Volunteer Toolkit



# How to Find Silver Award Meeting Plans





1. Log in to your MyGS account and click the Volunteer Toolkit Tab
2. In the “Explore” Tab, select the “Cadette” setting
3. Select the “Explore Meeting Plans” drop-down
4. Under the search bar, select “Or Use Filters”
5. Use the filters “Cadette” and “High Award”
6. Select “View List”
7. Each meeting plan can be added to the troop’s yearly plan and features more drop-down tabs



# Meeting Plans in the VTK

The Volunteer Toolkit offers 4 meeting plans for the Silver Award

1. Cadettes and invited adults will learn about the Silver Award requirements.
2. Cadettes will get to know Steps 1 - 3 of the Silver Award.
3. Cadettes will get to know Steps 4 and 5 of the Silver Award.
4. Cadettes will get to know Steps 6 and 7 of the Silver Award.

	<b>SILVER AWARD 1</b> Cadettes and invited adults will learn about the Silver Award requirements.	<input type="checkbox"/>	<a href="#">PREVIEW</a>
	<b>SILVER AWARD 2</b> Cadettes will get to know Steps 1 - 3 of the Silver Award.	<input type="checkbox"/>	<a href="#">PREVIEW</a>
	<b>SILVER AWARD 3</b> Cadettes will get to know Steps 4 and 5 of the Silver Award.	<input type="checkbox"/>	<a href="#">PREVIEW</a>
	<b>SILVER AWARD 4</b> Cadettes will get to know Steps 6 and 7 of the Silver Award.	<input type="checkbox"/>	<a href="#">PREVIEW</a>

# Components of the Meeting Plans

Each meeting plan offers the following components:

- Badge Overview
- Meeting Overview
- Meeting Plan
- Materials List
- Meeting Planner
  - A deeper breakdown of meeting time segments and the activities that can be done during that section.
- Meeting Aids
  - More resources that can be used during the meeting and the Silver Award Process.
  - Also includes the instructions to the activities listed in the meeting plan.

## Meeting Planner

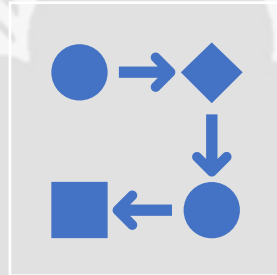
1	Arrival and Opening Ceremony	00:15
2	Watch gsLearn Silver Award Overview	00:20
3	Answer Questions	00:10
4	Host a Silver Award Girl Scout Panel ...	00:30
5	Watch gsLearn Silver Award Require...	00:20
6	Closing Ceremony	00:10
7	Follow up with Families	00:05

Total Time: **1:50**

# Why use the Meeting Plans?



The Silver Award plans have the resources to help guide Cadettes from the very beginning of learning about the Silver Award to preparing and submitting the final report.



Activities are provided that will better allow Cadettes to understand each step in the process and be prepared to move forward.



Each plan follows along with the Cadette Guide and utilize the GSLearn Training to best equip Cadettes with the knowledge they need.



**What comes next?**

# Give Thanks and Celebrate!



Reach out as a Troop to those who helped along the way!

Hold a pinning ceremony, attend In Your Honor, and so much more!







# Go For Gold!

Encourage Cadettes to work towards earning their Gold Award.

What Cadettes need to know:

- The Gold Award is the highest award in Girl Scouting and the preeminent leadership award for high school Girl Scouts.
- Gold Award Girl Scouts have unique, impactful experiences and stories to share with the world.
- Earning a Gold Award prepares them to excel in whatever comes next: as a student in college, a working professional, and a proactive member of their community.
- Gold Award Girl Scouts can earn college scholarships, and they skip a pay grade when enlisting in the military.



# Additional Resources

- [Cadette Workbook for Earning Your Silver Award](#)
- [Silver Award Project Proposal](#)
- [Silver Award Final Report](#)
- [Highest Awards FAQ](#)
- [Take Action Quiz](#)
- [GSSA Silver Award Webpage](#)
- [Adult Guide to Earning the Silver Award](#)
- [Application Troop Money Earning Project](#)

# Q&A



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[khickman@girlscoutssa.org](mailto:khickman@girlscoutssa.org)

[awards@girlscoutssa.org](mailto:awards@girlscoutssa.org)

1-800-239-6636