

Girl Scout Silver Award Packet

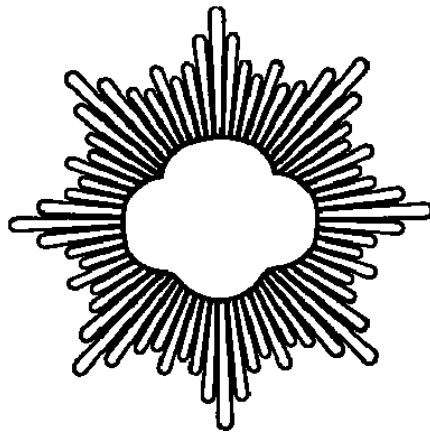


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Girl Scouts of the Northwestern Great Lakes, Inc.

Dear Girl Scout Silver Award Applicant,

The Girl Scout Silver Award is the highest award that a Girl Scout 11-14 can earn. Earning the Girl Scout Silver Award is symbolic of your accomplishments in Girl Scouting and community activities, as you become your best self and build the world around you. It requires hard work and the willingness to challenge one's self, taking on great responsibilities. Earning the Girl Scout Silver Award symbolizes great accomplishments in the areas of leadership, career exploration, community service, and personal development.

The pre-requirement work towards earning the award will help you develop skills, practice leadership, explore career possibilities, and discover yourself. After submitting a *Project Proposal* to Girl Scouts of the Northwestern Great Lakes, Inc., you can begin working on your project. Your Girl Scout Silver Award project should involve planning and individual opportunities for leadership and decision-making. Your project should meet an expressed need in your community, which can include Girl Scouts of the Northwestern Great Lakes, Inc., your school, city, or town, or a more global community, and can be earned as an individual or as part of a group. If the project is done within Girl Scouting, you must reach out to the community in some way. Your project should be planned and carried out by you with your troop leader/advisor assisting when needed. Girls may work individually or as a group on a Girl Scout Silver Award project. If it is a group project, each girl must have a distinct part and put in the hours required.

This *Girl Scout Silver Award Packet* contains much of the information you will need as you pursue your Girl Scout Silver Award.

Good luck in your pursuit of the Girl Scout Silver Award. If you have any questions, contact the Schofield (Wausau) Service Center at mcarr@gsnwgl.org or 715.355.9850 / 888.747.6945, ext.4517.

Green Bay Service Center
P.O. Box 9427
Green Bay, WI 54308-9427
920.469.4860

Marquette Service Center
131 W. Washington/Ste. C
Marquette, MI 49855
906.225.8020

Appleton Service Center
4693 N. Lynndale Dr.
Appleton, WI 54913
920.734.4559

Eau Claire Service Center
4222 Oakwood Hills Pkwy.
Eau Claire, WI 54701
715.835.5331

Schofield (Wausau) Service Center
3511 Camp Phillips Road
Schofield, WI 54476
715.355.9850

Wisconsin Rapids Service Center
3910 Chestnut St.
Wisconsin Rapids, WI 54494
715.423.6360

Sincerely,

Girl Scouts of the Northwestern Great Lakes, Inc.

The Girl Scout Silver Award

Process

- There are **six STEPS** to completing the Girl Scout Silver Award. The first four steps must be completed before STEPS 5 and 6 of the Girl Scout Silver Award project are undertaken.
- A girl must be 11 years old or going into sixth grade to begin work on STEPS 1-4 of her Girl Scout Silver Award. She must be **12 years old or going into** seventh grade to start work on STEPS 5 and 6, the Girl Scout Silver Award project. She must complete STEPS 5 and 6 by age 14 or before the start of grade 10.
- Accomplishments prior to age 11 or going into sixth grade cannot be used toward the Girl Scout Silver Award.
- Girl Scouts of the Northwestern Great Lakes, Inc. approval must be given for any money earning and gift-in-kind solicitation activities associated with the Girl Scout Silver Award project.
- A girl and her advisor must work with Girl Scouts of the Northwestern Great Lakes, Inc. on any project that might impact Girl Scouting or Girl Scout property.
- The Girl Scout Silver Award project must meet *Safety-Wise* and Girl Scouts of the Northwestern Great Lakes, Inc. guidelines.
- Mail a *Project Proposal* to "Girl Scout Silver Award," Girl Scouts of the Northwestern Great Lakes, Inc., Schofield (Wausau) Service Center, 3511 Camp Phillips Road, Wausau, WI, 54476, or drop it off at the nearest Girl Scout Service Center. A girl cannot start on project until approval is received from Girl Scouts of the Northwestern Great Lakes, Inc.
- Mail a *Final Report* to "Girl Scout Silver Award," Girl Scouts of the Northwestern Great Lakes, Inc., Schofield (Wausau) Service Center, 3511 Camp Phillips Road, Wausau, WI, 54476, or drop it off at the nearest Girl Scout Service Center upon project completion.

Overview



Girl Scouts of the USA Girl Scout Silver Award Resources

- *Interest Projects for Girl Scouts 11-17**
- Interest projects on www.studio2b.org**
- *STUDIO 2B Focus books****
- *The STUDIO 2B Guide for Advisors*
- *“Go For It” Girl Scout Silver Award insert*
- *Girl Scout Central: Girl Scout Silver Award*
- www.studio2B.org web pages
- Girl Scout Silver Award *Final Report* form, www.girlscouts.org

*Note: Interest projects in this book may be “reformatted” to the format used online on www.studio2B.org by girls and their advisor.

**Ten interest projects are available only online at www.studio2b.org. The structure, category names, and requirements of these interest projects are different from those offered in the *Interest Projects for Girls 11-17* book. For tips and more information on the “learn, do, share” model go to the website.

***To earn recognition working from the *STUDIO 2B Focus books*, set goals for yourself on the *STUDIO 2B Focus book’s* particular topic. Then, complete the activities in the book that will help you reach the goals you set for yourself. Once you have reached your goals and discussed it with your troop leader, you earn the charm.

Girl Scouts of the Northwestern Great Lakes Resources

- *Girl Scout Silver Award Packet* from Girl Scouts of the Northwestern Great Lakes
- *Girl Scout Silver Award Project Proposal* form from Girl Scouts of the Northwestern Great Lakes
- *Girl Scout Silver Award Final Report* form from Girl Scouts of the Northwestern Great Lakes

Girl Scout Silver Award at a Glance

Girl Role	Girl Scouts of the Northwestern Great Lakes, Inc. Role	Troop Leader/Advisor Role	Project Advisor Role
<p>STEP 1: Get Ready</p> <ul style="list-style-type: none"> • Read <i>“Go For It” Girl Scout Silver Award STUDIO 2B</i> insert • Meet with advisor and develop a timeline for STEPS 2-4 or 2-6 • Make an agreement with your adult advisor* 	<ul style="list-style-type: none"> • Provide an overview of the Girl Scout Silver Award to girls, group advisors and project advisors • Help interpret options for girls, advisors, and Project Advisors • Coordinate Girl Scout Silver Award process • Market the Girl Scout Silver Award to advisors, girls, parents and the community • Provide information and training to advisors of girls 11-14 and get materials in the hands of advisors • Keep Girl Scout Silver Award inserts and related materials in stock for girls and advisors • Screen, develop a pool, and train Girl Scout Silver Award project advisors through established volunteer management processes • Provide Girl Scout Silver Award advisors for girls who are individually registered 	<ul style="list-style-type: none"> • Learn the process • Provide clarification, support and encouragement • Pass on information to girls • Help girls create timeline • Advise on safety and budget matters • Help girls identify options • Contract with girls for STEPS 1-3 if Project Advisor not on board 	<p>*Note: The project advisor may be the troop leader/advisor at this point; however, it is strongly recommended that this person NOT be a parent or guardian of the girl earning the award. An advisor should be contracted for STEPS 1-3 or 4. If the Project Advisor is a different person, she may start at STEP 4 or 5.</p> <p>See advisor role — start by reviewing <i>“Go For It” Girl Scout Silver Award STUDIO 2B</i> insert and helping to create a timeline.</p>

Girl Scout Silver Award at a Glance

Girl Role	Girl Scouts of the Northwestern Great Lakes, Inc. Role	Troop Leader/Advisor Role	Project Advisor Role
<p>STEP 2: Girl Scout Silver Leadership Award</p> <ul style="list-style-type: none"> • Three interest project awards • <i>STUDIO 2B</i> Focus book: <i>uniquely me! The Real Deal</i> • 15 hours in a leadership role • Put it together using “Go For It” Girl Scout Silver Award <i>STUDIO 2B</i> insert 	<ul style="list-style-type: none"> • Carry <i>Interest Projects for Girls 11-17</i> and <i>STUDIO 2B</i> Focus books in shop • Network leadership opportunities for girls (i.e., actively recruit new adults) • Create collaborations with community organizations in providing leadership opportunities for girls 	<ul style="list-style-type: none"> • Advise on setting goals for each interest project award and Focus book charm • Help girls find experts in the community to enhance subject area 	<ul style="list-style-type: none"> • Provide subject matter expertise <p>Note: Optional subject area advisors or mentors for interest projects and Focus books can be recruited.</p>
<p>STEP 3: Girl Scout Silver Career Award</p> <ul style="list-style-type: none"> • What’s Out There? • Who’s Out There? • Be Your Own Boss — Earn “Your Own Business” interest project award from <i>Interest Projects for Girl Scouts 11-17</i> • Use “Go For It” Girl Scout Silver Award <i>STUDIO 2B</i> insert to “Journal It” for discussion and evaluation with advisor 	<ul style="list-style-type: none"> • Network career related opportunities in the community • Possibly make contact with women’s business groups or chambers of commerce members for business advisors for “Your Own Business” and career steps • Establish contacts with local community and four-year colleges and universities 	<ul style="list-style-type: none"> • Advise on related careers • Encourage girls to use role models in the community to enhance career exploration 	<ul style="list-style-type: none"> • Advise on related careers

Girl Scout Silver Award at a Glance

Girl Role	Girl Scouts of the Northwestern Great Lakes, Inc. Role	Troop Leader/Advisor Role	Project Advisor Role
<p>STEP 4: Girl Scout Silver 4 B's Challenge</p> <ul style="list-style-type: none"> • Become: Set goals for self-improvement • Belong: Earn the charm from <i>STUDIO 2B Focus: Looking in, Reaching Out</i> • Believe: Identify an issue. Use your voice to address it. Reflection • Build: to address problem Focus on coming up with a solution • Submit Girl Scout Silver Award <i>Project Proposal</i> to Girl Scouts of the Northwestern Great Lakes, Inc. Prior approval must be given before you can begin your project • Use "Go For It" Girl Scout Silver Award <i>STUDIO 2B</i> insert to keep records and journal for discussion and evaluation with advisor 	<ul style="list-style-type: none"> • Help advisors give guidance on these steps • Help identify community networks • Recruit Girl Scout Silver Award Project Advisors, especially for individually-registered girls or create volunteer position to do this at Girl Scouts of the Northwestern Great Lakes, Inc. level 	<ul style="list-style-type: none"> • Support where needed • Let go when needed • See Project Advisor role notes • If using Project Advisor, make sure Project Advisor understands role when she comes on board • Serve as a liaison with Girl Scouts of the Northwestern Great Lakes, Inc. 	<p>Note: This role may be assumed by troop leader/advisor or Project Advisor recruited for expertise. If it looks like this exploration is going to grow into the Girl Scout Silver Award project itself, try to bring in the Project Advisor at this point.</p> <ul style="list-style-type: none"> • Advise on project timeline • Assist in shaping vision statement • Advise on budget, safety matters

Girl Scout Silver Award at a Glance

Girl Roles	Girl Scouts of the Northwestern Great Lakes, Inc. Role	Troop Leader/Advisor Role	Project Advisor Role
<p>STEP 5: The Girl Scout Silver Award Project</p> <ul style="list-style-type: none"> • Plan it - work with Girl Scout Silver Award Project Advisor. Use "Go For It" Girl Scout Silver Award STUDIO 2B insert to keep records and journal for discussion and evaluation with advisor. • Know more about it — research information on it • Choose it — brainstorm ways to solve problem, create a budget • Get feedback from Girl Scouts of the Northwestern Great Lakes, Inc. if necessary (i.e., approval of any money earning or gift-in-kind plans related to the project or work that might affect the Girl Scout organization or property.) • Do it! Put plans into action 	<ul style="list-style-type: none"> • Define projects that need approval (i.e., camp or Girl Scout facility projects, large committee events, partnerships with "questionable" groups) • Review any money earning or gift-in-kind plans • Provide Girl Scout Cookie Program participation opportunity for individual members, so that a fund can be established to take the place of troop funds for individual girls to apply to for financial assistance for projects • Provide guidance for projects that are done by more than one girl 	<ul style="list-style-type: none"> • Give support where needed • Help with the "ask" for any solicitation of funds • Ensure that <i>Safety-Wise</i> standards are being met • Review proposed projects • Let go when needed • See Project Advisor role if assuming this role as well 	<ul style="list-style-type: none"> • Coach girl in project planning • Do the actual "ask" for any solicitation of funds • Coach in safety and areas of expertise • Ensure that <i>Safety-Wise</i> standards are being met • Review proposed projects • Coach girl in recordkeeping • Coach girl in project implementation • Approve hours • Track work and hours of projects done by more than one girl <p>Note: This role may be assumed by the troop leader/advisor; however, if that is the case, consult with individuals from the community who have expertise in the project area.</p>

Girl Scout Silver Award at a Glance

Girl Role	Girl Scouts of the Northwestern Great Lakes, Inc. Role	Troop Leader/Advisor Role	Project Advisor Role
<p>STEP 6: Think About It</p> <p>Evaluate with Girl Scout Silver Award advisor(s) using “Go For It!” <i>Girl Scout Silver Award STUDIO 2B insert</i></p> <ul style="list-style-type: none"> • Submit Girl Scout Silver Award <i>Final Report</i> to Girl Scouts of the Northwestern Great Lakes, Inc. Use it as an evaluation guideline. • Thank those who have helped you 	<ul style="list-style-type: none"> • Accept Girl Scout Silver Award <i>Final Reports</i> • Keep master list of girls who have earned their Girl Scout Silver Awards yearly • Determine who purchases Girl Scout Silver Awards 	<ul style="list-style-type: none"> • Provide support • See Project Advisor role if assuming this role as well 	<ul style="list-style-type: none"> • Help girl with self-evaluation and <i>Final Report</i> for Girl Scouts of the Northwestern Great Lakes, Inc. • Coach girl for presentation if needed • Sign off on Girl Scout Silver Award project (Note: This does not require approval from Girl Scouts of the Northwestern Great Lakes, Inc. or a Girl Scout Silver Award Committee review) • Submit name to Girl Scouts of the Northwestern Great Lakes, Inc.
<p>Celebration</p> <ul style="list-style-type: none"> • Possibly work with troop leader/advisor or Service Area to plan ceremony • Create an invitation list for your ceremony • Attend the ceremony — possibly describe ceremony • Be a role model for younger girls 	<ul style="list-style-type: none"> • Publicize girls’ work • Honor girls’ achievements • Recognize advisors • Keep data on awards 	<ul style="list-style-type: none"> • Enjoy • Possibly do introductions at the ceremony • Oversee group invitations • Possibly work with girls or Service Area in planning the ceremony 	<ul style="list-style-type: none"> • Enjoy • Possibly do introduction at the ceremony

From Good to Great: Successful Girl Scout Silver Award Projects

One of the roles of the troop leader/advisor and Girl Scout Silver Award Project Advisor is to help a girl or group of girls move a project that may be a good idea to a great idea. It is important to differentiate between a community service project and a Girl Scout Silver Award project. The latter should involve planning and individual opportunities for leadership and decision-making. When working on a group project, each girl needs to play an individual role. Here are several activities that start as good service projects, but with some careful coaching, have moved into the caliber of a Girl Scout Silver Award project.

Good Service Project ►	GREAT Girl Scout Silver Award Project!
Volunteering many hours at a park site picking up litter.	Working with the park to establish an ongoing “Junior Ranger” program for neighborhood children during the summer and weekends.
Working at the local library doing children’s story hours.	Creating an after school reading program for a homeless shelter after meeting with the children and establishing needs. Building bookshelves and selecting books from donations.
Sewing pillows for very ill children in a hospital.	Assessing needs for the children’s hospital with administration and children. Teaching younger girls to sew “keeper pillows” and special head covers for ill children in several hospitals.
Planting flowers with a group in a park during a community service day.	Organizing a community clean up, beautification day and BBQ that becomes an annual event involving businesses and families. Planting window boxes, painting porches and cleaning up vacant lots are some of the completed tasks.
Doing a badge workshop for a troop of Girl Scout Brownies’ bridging activity.	Hosting a themed day camp for girls, inviting migrant youth to participate with Girl Scouts based on community needs and girl interests.

M*O*N*E*Y and Your Leadership Project

(Adapted from "Go for It" STUDIO 2B Girl Scout Gold Award insert)

One of the challenges facing many girls "going for the Silver" is financial. Often, when the planning gets serious, adjustments have to be made in the doing. Girls are asked to meet a need in the community, yet for safety and legal reasons they have some major constraints outlined in *Safety-Wise* and by Girl Scouts of the Northwestern Great Lakes, Inc. As the girl's adult partner, you can work with her to overcome her financial challenges.

Below are some guidelines on raising money.

1. Girls can't ask for money as a girl member of Girl Scouts. Girls can't ask for materials or services (technically called gifts-in-kind) either. This asking is considered fundraising by the IRS. Girl Scout policies (legal and otherwise), allow only for adults to raise money for Girl Scouting.
2. You can't raise money for another organization as a Girl Scout. That means the girl can't have a bake sale and tell people that she is giving the proceeds to a homeless shelter for meals; she can't ask for pledges for a walk-a-thon to benefit breast cancer research; and she can't hold a benefit dance to raise money for Sally's kidney operation.

What she can do: This is where it gets a bit tricky. The troop/group **can** hold a bake sale or birdhouse sale and can charge a fee to an approved event that they put on to earn money **for the troop/group's activities**. However, the **troop/group must have Council permission for any money earning activity**. The **troop/group may then decide to use that money toward** the completion of a Girl Scout Silver Award project, such as the purchase of materials. It must be a troop/group decision on how to allocate the funds, which can be used for group or individual projects.

If the girl is an individually registered member, things are slightly different. Girls cannot earn money as an individual Girl Scout for themselves. The money earned must go into an account held by a group (troop/group, Service Area, or Council). Next, the girl must present her need for funds to that group. There is no guarantee that she will get back the amount of money she earned for the group, as the dispersal of funds will be a group decision. We suggest the girl first check with the Council about the options.

Girl Scout Silver Award FAQs

Q: If a group of girls is bridging from Girl Scout Juniors in the spring, can they then begin work on their Girl Scout Silver Award activities?

A: If girls celebrate moving from Girl Scout Juniors to the next level at the end of their school year (whether fifth or sixth grade) to whatever they decide to call themselves at the next level, they can start work on activities leading up to the Girl Scout Silver Award, such as interest project awards or *STUDIO 2B* charms over the summer before they are officially registered for the next level. They must, however, be age 12 or in the seventh grade to begin work on STEPS 5-6 of their Girl Scout Silver Award project.

Q: How can we assure that Girl Scout Silver Awards represent quality projects? In the past we have had some projects that resemble service projects signed off by advisors.

A: Ensure that both the girl and her advisor receive orientation about the award and about the difference between a service project and a Girl Scout Silver Award project, whether it is through training, website information, or a marketing piece. The last thing you want to do is tell a girl her project isn't the caliber of a Girl Scout Silver Award project when the report comes in. The project at that point reflects on the adults who are advising her and it would be unacceptable to refuse her the award if she had put in the hours and gone through the process.

Q: Do girls need to complete the steps that come before the Girl Scout Silver Award projects in any order?

A: Girls can do the Girl Scout Silver Leadership Award and the Girl Scout Silver Career Award in any order, but they should do the Girl Scout Silver 4 B's Challenge as the last step before doing the project. They must complete STEPS 1-4, be the correct age, and be working with an advisor before working on their project.

Q: What is the Girl Scout Silver 4 B's Challenge?

A: The Girl Scout Silver 4 B's Challenge will help girls be better prepared and informed before choosing a project to spend many hours on. It also makes the 4 B's (the Girl Scout program goals) a more meaningful part of the project and the logical time for the project advisor to step in to help girls once they focus on what they want to do. Since the Girl Scout Silver 4 B's Challenge represents an important part of the project planning process, girls may count the hours working on the 4 B's Challenge towards the hours on their project.

Q: If a girl has done similar activities in pursuit of other Girl Scout awards, can these activities count toward the Girl Scout Silver Award?

A: Activities done prior to working on the awards or as activities counting towards other leadership awards cannot be counted toward the number of hours for this award. However, if a girl has earned, for example, the charm for a *STUDIO 2B* Focus book, which is one of the requirements for one of the awards, she can set new goals for herself in that book.

Q: What is the difference between a troop leader/advisor and a Girl Scout Silver Award Project Advisor in the Girl Scout Silver Award process? Do girls need both?

A: A troop leader/advisor is the adult who is working with an ongoing troop or group. She works with girls in the first three steps of their Girl Scout Silver Award by helping them get initial information, working on the Girl Scout Silver Leadership Award, and the Girl Scout Silver Career Award. Some resource consultants may be brought in while girls are working on specific interest project awards, but the advisor will help girls keep on track and lay out an overall timeline. The troop leader/advisor may help girls with the initial activities in working on the 4 B's. Once a girl (or girls) develops her vision statement, the advisor might help her identify a person in the community who might be a great project advisor. Girls are encouraged to go beyond the group when seeking specific knowledge for a project. However, the troop/group advisor may act as the Project Advisor if she can fulfill that role and it is a decision arrived at by the girl and herself.

The Girl Scout Silver Award Project Advisor is an adult who will have specific experience related to the project. For example, if a girl is doing a project to benefit a homeless shelter, her Project Advisor might be the person who runs the shelter, or if girls are doing a literacy project, the project advisor might be a librarian. If girls are doing a day camp for girls, their advisor might be someone who has run day camps in the Service Center area or the community. It is possible that the troop/group advisor can work in partnership with the project advisor.

Q: How do girls get a Girl Scout Silver Award advisor if they are not in a troop or group? Can they do the first steps on their own?

A: Individually registered girls (Girl Scout Juliettes) should check with their Council. There should be an adult in place to help girls through the process. Once girls commit to working toward the Girl Scout Silver Award, they should have a Girl Scout Silver Award Advisor assigned to them. That person will work with a girl through all of the steps or up to when a Girl Scout Silver Award Project Advisor is recruited or that person may act as the project advisor as well. This is because many of the steps involve discussion and analysis where feedback is needed.

Q: Are there projects besides fundraising that girls should not do for their Girl Scout Silver Awards?

A: If there is a question about whether it can be a Girl Scout Silver Award project, girls and their advisors should check with the Girl Scouts of the Northwestern Great Lakes, Inc. Avoid projects that are just simple service projects, projects that involve websites (usually a lot of legal issues involved), or creating a Council's Own badge.

Q: Where does a girl wear her Girl Scout Silver Award?

A: If a girl wears the Girl Scout uniform for girls 11-14, she can choose to wear her earned charms on the *STUDIO 2B* Charm Bracelet or on the *STUDIO 2B* Charm Holder pinned to the sash or vest with other earned insignia. The Girl Scout Silver Award goes to the left of the Girl Scouts Membership Pin. She can wear the *STUDIO 2B* Bracelet and Charm Holder and the Girl Scout Membership Pin and Girl Scout Silver Award with regular clothing as well.

For more FAQs refer to your copy of the *STUDIO 2B "Go For It" Girl Scout Silver Award* insert.

Ways Parents and Guardians Can Support Girls Working on the Girl Scout Silver Award

The Girl Scout Silver Award is the highest award in Girl Scouting that girls 11-14 can earn. It represents a girl's commitment to herself and to her community, as she focuses on leadership, career exploration, personal challenges, and completing a project that will benefit her community. It takes many hours of preparation, planning, and work to accomplish the goals a girl has set for herself.

Parents/guardians play a significant role in supporting a girl's path to the Girl Scout Silver Award. As a parent you may be called upon to be coach, mentor, cheerleader, sounding board, and chauffeur.

As a parent, you are not expected to be a taskmaster - this is the girl's project. However, you can assist a girl by:

- Reading through the materials provided to girls regarding these awards, so that you feel comfortable offering support.
- Encouraging and supporting her, but not pressuring her. "Going for the Silver" is something that a girl has to want to do herself.
- Helping her choose a topic that will become the basis for her project if she asks for ideas. Remember, however, that the topic is based on her passions, not yours.
- Aiding her in accessing a network of adults who can lend insight, provide contacts, and point to resources. You may work with someone who has just the skill set your daughter needs in an advisor, or someone who belongs to a service club that your daughter and her advisor can approach for financial assistance.
- Supporting a girl in following any Girl Scout safety or money earning guidelines during her path to the Girl Scout Silver Award. This is important to assure the safety of your daughter and the integrity of the Girl Scout program.
- Allowing your daughter to stumble and learn the lessons that come with the Girl Scout Silver Award project. She will have a Girl Scout Silver Award Project Advisor, an adult who has been trained to assist her in partnership.
- Realizing that your daughter is capable, competent, and worthy of respect as she assumes more responsibilities within her community. Provide her with positive and constructive support on this journey.
- Attending the event if it is appropriate, and joining in the celebration as your daughter is honored for her accomplishments.

Girl Scout Silver Award Paperwork Instructions and Project Tips

- Type or use blue or black ink to complete your *Project Proposal* and *Final Report* paperwork.
- Before you submit your *Project Proposal* or *Final Report* to the Girl Scouts of the Northwestern Great Lakes, Inc., be sure you have the necessary signatures and you have made a copy for yourself. Submit the originals to the Council.
- Mail a *Project Proposal* to “Silver Award,” Girl Scouts of the Northwestern Great Lakes, Inc., Schofield (Wausau) Service Center, 3511 Camp Phillips Road, Wausau, WI, 54476, or drop it off or mail it to the nearest Girl Scout Service Center. Girl will need prior approval before work on the project begins. Follow Girl Scouts of the Northwestern Great Lakes, Inc. submission guidelines.

Green Bay Service Center
P.O. Box 9427
Green Bay, WI 54308-9427
920.469.4860

Marquette Service Center
131 W. Washington/Ste. C
Marquette, MI 49855
906.225.8020

Appleton Service Center
4693 N. Lynndale Dr.
Appleton, WI 54913
920.734.4559

Eau Claire Service Center
4222 Oakwood Hills Pkwy.
Eau Claire, WI 54701
715.835.5331

Schofield (Wausau) Service Center
3511 Camp Phillips Road
Schofield, WI 54476
715.355.9850

Wisconsin Rapids Service Center
3910 Chestnut St.
Wisconsin Rapids, WI 54494
715.423.6360

- Girl Scouts of the Northwestern Great Lakes, Inc. may contact the troop leader/advisor or individual Girl Scout with any questions or suggestions.
- Work with your troop leader/advisor to develop a realistic budget.
- Will you be doing money earning or soliciting donations for your project? Contact the Council to get approval beforehand.
- Don't forget to take pictures throughout your project; submit pictures on a CD with your *Final Report* paperwork.
- Work with the Council regarding press releases to the media.
- Only the Chief Executive Officer or designee can sign agreements or contracts on behalf of Girl Scouts of the Northwestern Great Lakes, Inc.
- Consult *Safety-Wise* for potential safety issues and program standards regarding every aspect of your project including, but not limited to: adult/child ratios, first aid or CPR-certified adults, and money earning.
- If people that are not registered as Girl Scouts will be involved in your project, contact your local Girl Scout Service Center to purchase additional insurance. Do this at least two weeks ahead of time.
- Be aware of all the deadline dates. Meeting all deadlines is your responsibility.
- Ensure your Girl Scout membership remains current while you are working on all steps of the Girl Scout Silver Award.