



# Girl Scout Bronze Award Final Report Form

One final report, filled out by the Troop Leader with input from the girls, is to be submitted to your Membership Engagement Coordinator/Manager upon completion of your Girl Scout Bronze Award project. Note that final reports must be submitted by March 1 of the year you wish to be recognized at the Council Awards Galas.

**Troop Number:**

**Date:**

**Girl Scout Juniors:**

*Please list each girl's first and last names. If more space is needed, attach an additional sheet of paper. If all girls in the troop are participating, you may attach a troop roster.*

**Troop Leaders:**

Name:

Phone:

Email:

Name:

Phone:

Email:

Description of Girl Scout Bronze Award Project:

How did your team work together?

What problems came up, and how did you solve them?

How did you inspire others to continue working on the problem your project addressed?

How do you feel you made the world a better place?

Please attach or electronically send a few photos of your group with this form.

**For office use only**

Date received:

Comments/revisions needed:

Date revisions received:

Date approved:





# Girl Scout High Awards Final Report Time Log

While there is no specific hour requirement to earn the Girl Scout Bronze, Silver, and Gold Award, the suggested minimum number of hours to use as a guideline for each award are as follows:

- Girl Scout Bronze Award: 20 hours
- Girl Scout Silver Award: 50 hours
- Girl Scout Gold Award: 80 hours

The time it takes to earn the award will depend on the nature of the project, the size of the team, and the support of the community. Not all projects will require the same length of time to complete from planning to sharing and celebrating. Quality projects that have an impact on the community should be emphasized over quantity of hours.

Use this time log to report tasks related to your project and submit it along with your final report. Please use the back of this form or attach another sheet if additional space is needed.

Date	Activity or task	Hours
<b>Total hours</b>		0

## Girl Scout High Awards Final Report Budget

**Section 1: Expenses.** List all items/supplies you have purchased for your project and their costs. This includes items such as lumber, landscaping supplies, building rental fees, and other materials. Even items that you got donated should be listed here along with their value. List the total amount for all items/supplies to be purchased or donated in Box A.

**Section 2: Income.** List all sources of cash/checks for your project. Did you do money-earning activities (e.g. babysitting, bake sales, etc.) to help fund your project or did you receive cash donations? If you used personal funds or money from troop funds for your project, please list them in this section. Enter the total amount of income in Box B.

**Section 3: In-kind Donations.** List all items/supplies that were donated for use in your project. For each item that was donated, please include the value of that item/supply. Enter the total value of all in-kind donations in Box C.

**Section 4: Summary.** In this section, add Total Cash/Checks (B) and the Total Value of In-Kind Donations (C). Subtract this number from the Total Expenses (A) for your project. The result (D) should be “0” since the intent of your project is not to have extra money, but to make sure all expenses and needs are covered.

Section 1: Expenses	
Item	Cost/Value (\$)
<b>A. Total Expenses</b> (purchased or donated items/supplies):	0

Section 2: Income (cash and/or checks)	
Source (earned or donated)	Amount (\$)
<b>B. Total Cash/Checks</b> (earned or donated):	0

Section 3: In-kind Donations	
Source	Value (\$)
<b>C. Total Value of In-kind Donations:</b>	0

Section 4: Summary			
1	Enter amount from <b>Box B</b> (Total Cash/Checks – Earned/Donated)		0
2	Enter amount from <b>Box C</b> (Total Value of In-kind Donations)	+	0
3	<b>Total Income</b> (Add Box B and Box C)	=	0
4	Enter amount from <b>Box A</b> (Total Expenses)	-	0
<b>D. Total</b> (subtract total in line 4 from total in line 3):			



## Girl Scout Bronze/Silver Award Profile Form

The information provided on this form will be used for internal and external purposes. Examples include Council-submitted press releases, biographies for Council publications, and content for sharing Girl Scout stories. Please provide information as you wish it to be displayed to the public.

Please attach an appropriate photo of yourself/troop. Appropriate photos meet the following criteria:

- Full color
- Size is 2"x3", image is provided on a CD, or photo is emailed
- Taken within the last 12 months
- No other people appear in the photo besides the awardee(s) and/or troop leader(s)

If the award was part of a group project, please have each girl fill out their personal information. The descriptions can be submitted as a troop or it can be individualized.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Parent/Guardian's Name(s): \_\_\_\_\_

Grade(s) in school: \_\_\_\_\_ School: \_\_\_\_\_ Troop #: \_\_\_\_\_

Please provide a brief description of your project (100 words or less)

If you or your troop volunteer in the community, please list the places you volunteer and what your volunteer duties are.

If you or members of your troop have received any awards or special recognitions for your schoolwork or volunteer work, please list them here.

If you do not want this information released to your local newspaper, please check here:

*Please return form to your Membership Engagement staff person.*