

Silver Award Project Proposal Form

Girl Scouts of San Jacinto Council

Send your completed form to: silveraward@sjgs.org.

All Project Team forms **MUST** be submitted in the same email.

Forms must be submitted as an editable PDF and include Adobe digital signatures.

Acrobat Reader DC is available at get.adobe.com/reader as a free download.

Girl Contact Information

Name: _____ Grade: _____ Zip Code: _____

Girl Email: _____

Parent/Guardian Email: _____

Troop/Group Leader Contact Information

The troop/group leader is the Girl Scout volunteer supervising and supporting the project.

Troop/Group Number: _____ Troop/Group Leader: _____

Email: _____ Phone: _____

Address *(to mail certificate/s)*: _____

City: _____ State: _____ Zip Code: _____

GSSJC Community (required): _____

(If you do not know your GSSJC Community, please search by your home address on this [GSSJC Community Map](#).)

Project Advisor Contact Information

The Project Advisor is an expert in the community in the project topic and/or a representative of the partnering organization. The Project Advisor cannot be a family member or troop/group leader.

Project Advisor: _____ Title: _____

Project Advisor's Organization: _____

Project Advisor's Email: _____

Prerequisites

List the Cadette Journey that was completed, along with the Troop/Group Leader signature:

Cadette Journey:

Troop/Group Leader Signature:

Project Team

List all Girl Scouts (first and last name) who will be completing the Silver Award with you/on your team:

1. Me _____

2. _____

3. _____

4. _____

Only up to 4 girls may be on a Silver Award Team.

Be sure to carefully review the ENTIRE [Silver Award Project Guide](#) BEFORE completing your project proposal.

Silver Award Take Action Project [What is a take action project?](#)

If working on a team, each girl must write her own Project Proposal Form. The forms will contain similar information, but the responses should be written from each girl's point of view.

Project Name: _____

Partnering Organization: _____

Project Location: _____

GSUSA Main Theme (required): _____ [What are the theme options?](#)

Target Completion Date: _____

1) **Problem/Issue: What is the problem/issue that you have identified in your community?** [What is a problem/issue?](#)

2) **Root Cause: What is the root cause of your problem/issue?** Issues often have many root causes; choose one to address with your project. [What is a root cause?](#)

3) **Project Idea: Please describe your project idea in detail.** Your project idea should address the root cause of your problem/issue. [Project examples](#)

- 4) **Impact/Effect: What impact/effect do you want your project to have on the root cause of your problem/issue?**
- 5) **Target Audience: Who will participate in and/or benefit from your project?**
There may be multiple groups you seek to impact.
- 6) **Leadership Role: Explain what your leadership role will be and how your 50 hours will be achieved. If working in a Project Team, list all team members and their individual and distinct leadership roles. All Project Team members must agree on the roles of each member.**

- 7) **Collaboration: How will you work with your partnering organization to create a solution together?** Your partnering organization should not tell you what they need done but rather guide and support you as you design and carry out your project.
- 8) **Sustainability: How will your project continue on without you or your team's involvement after it is complete?** [What is sustainability?](#)

Funding Your Silver Award Project:

There are three options for funding your Silver Award project:

1) Self-funding

Includes a girl's own money, money from family or friends, and/or troop funds. Council approval not needed. Personal donations to a Silver Award project are not eligible for tax receipts. Council cannot provide a copy of its 501c(3) letter or tax ID number for self-funding donations.

2) Additional Money-Earning Activities

Includes girl-planned, money-earning activities (providing a product or service in exchange for money) beyond the Girl Scout product sales. Requires prior approval from Council. **To be eligible, the girl/EACH girl in a Project Team must have participated in the past two GSSJC product sales & received permission from Council ([F-32A](#)) prior to the money-earning activity.**

3) Solicitation for In-Kind Donations

Includes seeking non-monetary, in-kind donations (supplies) from any business, organization, or established group, especially (BUT NOT LIMITED TO) those that will require a tax receipt. **To be eligible, the girl/EACH girl in a Project Team must have participated in the past two GSSJC product sales & received permission from Council ([F-30A](#)) prior to the solicitation.**

(NOTE: Silver Award candidates may not solicit for monetary donations.)

Funding Options (check all that apply):

- My project will not require funding or donated supplies.

OR

- I plan to self-fund.
- I plan to request approval to complete additional money-earning activities.
 - I confirm that I participated in the most recent Cookie Sale.
 - I confirm that I participated in the most recent Fall Product Sale.
- I plan to request approval to solicit for in-kind donations.
 - I confirm that I participated in the most recent Cookie Sale.
 - I confirm that I participated in the most recent Fall Product Sale.

Required (confirm both statements):

- I, the Silver Award candidate, have read the [Silver Award Project Guide](#) and am aware of all requirements and deadlines, which I alone am responsible for meeting to earn my award.
- I, the Silver Award candidate, understand that each time my Project Proposal is reviewed by the Silver Award Committee it will take approximately three weeks to receive a response, and that I may not begin my Silver Award Project until I have received approval from the Silver Award Committee.

Girl Signature: _____ Date: _____

Troop/Group Leader Signature: _____ Date: _____

Project Advisor Signature: _____ Date: _____

Silver Award Project Proposal Checklist: (strongly recommended)

To assist you in getting approved the first time around, we have included this optional Silver Award Project Proposal Checklist. These are some of the most common reasons the Silver Award Committee must request an updated Project Proposal Form from a girl or Project Team. This is not a comprehensive list. **We cannot guarantee that completion of this checklist will result in approval on first submission.**

Eligibility

- I am eligible to complete the Silver Award. I am in 6th, 7th, or 8th grade, have current Girl Scout membership, and have completed a Cadette Journey, including the Take Action Project. Note, girls may work on their Silver Award in the summer before 6th grade and summer after 8th grade.
- I am submitting my initial Project Proposal Form no later than August 1st of the year I complete 8th grade.

Submission

- I am submitting the most up-to-date version of the Project Proposal Form (found at this [link](#)) to silveraward@sigs.org. I have titled my Project Proposal Form “Last Name, First Name”.
- If working on a Project Team, I am submitting my form to silveraward@sigs.org with the forms of all other members of my team in the same email. All Project Proposal Forms for the Project Team are titled “Last Name, First Name”.

Form

- I have completed all fields on this form, including all questions, lines, and signatures.
- I confirm that the Cadette Journey signature is signed by my Journey-supervising, Girl Scout adult volunteer.

Project

- I understand the difference between a service project and a take action project, and that a Silver Award project is a take action project. I have reviewed the [Silver Award Project Guide](#), especially pages 10-13, for more information about service versus take action.

Community Service Project	Take Action Project
A <u>short-term</u> (often one-time) effort that helps something or someone fulfill an <u>immediate need</u> .	A <u>long-term</u> project with <u>ongoing influence that continues beyond your involvement</u> .
Addresses the <u>result/outcome</u> of an issue.	Addresses the <u>root cause</u> of an issue.
Done <u>FOR</u> a community.	Done <u>WITH</u> a community.
<u>Joining</u> an existing effort to address an issue.	<u>Creating</u> a unique initiative to address an issue.
Working toward a <u>goal set by others</u> .	<u>Setting the goals and leading a team</u> to achieve them.
Done as part of an <u>existing team</u> (usually as a volunteer).	<u>Creating and leading your own team</u> of volunteers – this is GIRL LED!

(checklist continues on next page)

- I have detailed the leadership roles and tasks that I will take on and they are substantial enough for approximately 50 hours of work.
- My Project Advisor is an expert in the community for my issue and/or a representative of my partnering organization.
- My Project Advisor is not a family member, troop leader, or Silver Award Troop/Group Leader.

Project Team (group projects only)

- I have listed all Project Team Members (first AND last name) and all team Project Proposal Forms agree on the team members.
- I confirm that there are no more than four girls on my Project Team, including me.
- If I am in a **troop** with more than one individual/Project Team working on their Silver Award, our projects address different issues and/or root causes of the issue (although I understand, we are permitted to work with the same Project Advisor and partnering organization).
- I confirm that all of my Project Team Members are eligible to complete the Silver Award (see requirements above).
- I have listed all Project Team Members' leadership roles, which are all different and will each take approximately 50 hours of work.
- I confirm that our Project Advisor is not a family member or troop leader of anyone on the Project Team.
- I confirm that all Project Team Project Proposal Forms have the same funding information listed.
- If planning to do an additional money earning activity or solicit donations, I confirm that all Project Team members are eligible (have participated in the last two product sales).
- I confirm that each Project Team Member has written her Project Proposal Form in her own words, although the information in all of our forms will be similar.
- I confirm that all Project Team Project Proposal Forms will be submitted in the same email to silveraward@sjgs.org. All Project Proposal Forms for the Project Team are titled "Last Name, First Name".