girl scouts
of michigan
shore to shore
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Girl Scouts of Michigan Shore to Shore
Gold Award Project Final Report

Gold Award Project Final Report Guidelines:

All girls must have submitted and had approved a **Gold Award Project Proposal** prior to beginning work on their Gold Award Take Action Project. Final Report forms submitted without Project Proposal approval will **NOT** be accepted. The review process typically takes 4 to 6 weeks depending on the quality of your Final Report Form.

Additionally, as part of the final review process for your Gold Award, you will present a 10 to 15 minute summary of your Gold Award Take Action Project to the Girl Scouts of Michigan Shore to Shore Gold Award Committee. This will be scheduled with you after your Final Report paperwork has been reviewed.

Gold Award Final Report Form Instructions:

1. All report forms and supplemental information (budgets, project plans, etc.) **must be typed**.

2. Please provide detailed, accurate and complete information. Incomplete paperwork will not be approved. **Make a photocopy for yourself.**

3. All final reports must include:
   - ☐ Completed Final Report form
   - ☐ Financial Report
   - ☐ *Actual* Project Hour Log (as compared to *projected* hour log from proposal)
   - ☐ Biographical information and photo for ceremony program
   - ☐ Signatures of Gold Award candidate and her project advisor

4. The majority of Gold Award communication occurs over email. Please ensure the address you provide in your Final Report is current and gets checked often (at least 3 times per week). If you would like another person included in our emails, please provide their email address as well, though know that you as the person working towards the Gold Award are ultimately responsible for communications. You are expected to communicate directly with Girl Scouts of Michigan Shore to Shore.

5. Send your completed final report to the Traverse City service center. **The preferred method of submission is via e-mail to "Andrea Hornby" <ahornby@gsmists.org>.**
   You may also mail a hard copy to: Girl Scouts of Michigan Shore to Shore
   ATTN: Gold Award Committee, 1820 Oak Hollow Drive, Traverse City MI 49686

GIRL CONTACT INFORMATION

Name: _____
Address: _____
City: _____ State: _____ Zip code: _____
County: _____
Primary E-mail*: _____
Secondary E-mail: _____
Phone: _____ Age: _____ Current Grade: _____
School: _____ Expected graduation date: _____

☐ Check box to verify that you are a currently registered member of Girl Scouts of Michigan Shore to Shore

ADULT SUPPORT

Name of the adult supporting you with prerequisites (if applicable): _____
Phone: _____ E-mail: _____

GIRL SCOUT GOLD AWARD PROJECT ADVISOR

Girl Scout Gold Award Project Advisor:_____
Project Advisor's Organization: _____
Project Advisor's Phone: _____ E-mail: _____

* The *vast* majority of Gold Award communication occurs over email. Please ensure the address you provide is current and gets checked often. If you would like another person included in our emails, please provide their email address as well, though know that you, as the person working towards the Gold Award, are ultimately responsible for communications. You are expected to communicate directly with the Gold Award committee.

YOUR TEAM

List the names of individuals and organizations that you worked with on your Gold Award Take Action project.

Team Member Name	Organization or Affiliation	Title or Role

TAKE ACTION PROJECT

Project Title:_____

Start Date: Completion Date: Hours:

Project: Issue, Goals and Impact

1. Briefly, describe your Gold Award Take Action Project. What did you do?
2. Describe the issue your project addressed.
3. What was the root cause of the issue?
4. How did your Gold Award Take Action Project address the issue?
5. Describe any obstacles you encountered and what you did to overcome them.
6. What were some of the successes of your Gold Award Take Action Project?
7. What aspects of your project would you change or do differently if you could start over?
8. What was the ultimate result of your Gold Award Take Action Project?

Target Audience

9. Who benefitted from your Gold Award Take Action Project?

10. What are concrete examples that you made a difference through your Gold Award Take Action Project?

Leadership Development

11. In your Gold Award Take Action Project Proposal, you identified leadership skills you hoped to develop. What were they, and do you feel you gained the skills you hoped for?

12. What did you learn about yourself as a result of this project?

13. How have you changed as a result of your Gold Award Take Action Project?

Sustainability and Next Steps

14. How will your project be sustained beyond your involvement?

15. Identify the national and/or global link to your project.

16. Describe what steps you took to inspire others through sharing your project. (Website, blog, presentations, posters, videos, articles, and so on).

17. **Impact Report**

Using the Impact Chart, describe the impact signs your project has had and will have on your community and your target audience.

Impact On . . .	Goals	Examples of Immediate Impact	Possible Future Impact
Community	What community issue was addressed?	What are concrete examples that you made a difference?	What examples of the project impact might you see in future?
Target Audience (workshop participants, other youth, community members, and so on)	What skills, knowledge, or attitudes did your target audience gain?	What examples demonstrate that the target audience gained skills or knowledge?	What would be examples of a long-term impact on your target audience?

18. **The Girl Scout Leadership Experience:** The following is a list of the 15 Girl Scout Leadership Outcomes.* which of the Leadership Outcomes do you think you were able to develop through this project?

Discover

- ☐ I will develop a stronger sense of self.
- ☐ I will develop positive values.
- ☐ I will gain practical life skills.
- ☐ I will seek challenges in the world.
- ☐ I will develop critical thinking.

Connect

- ☐ I will develop healthy relationships.
- ☐ I will promote cooperation and team building.
- ☐ I will resolve conflicts.
- ☐ I will advance diversity in a multicultural world.
- ☐ I will feel more connected to my community, locally and globally.

Take Action

- ☐ I will identify community issues.
- ☐ I will be a resourceful problem solver.
- ☐ I will advocate for myself and others, locally and globally.
- ☐ I will educate and inspire others to act.
- ☐ I will feel empowered to make a difference in the world.

Within each Leadership Key (Discover, Connect, Take Action), list one or two examples of how you achieved this outcome and grew as a leader.

Discover
1.
2.

Connect
1.
2.

Take Action
1.
2.

*For more information on the Girl Scout Leadership Outcomes, visit www.girlscouts.org/gsle.

19. Gold Award Financial Report: Please submit with Final Report

Use this section to report your final income through money earning and donations. List all expenses necessary to implement your Gold Award Take Action Project and be specific about how each expense was covered. Remember, Gold Award projects cannot be used as money-earning opportunities (though you can do a money-earning activity to fund your Gold Award project).

Donations:

Specific item	Value	Specific Source

Cash Expenditures:

Specific expense	Amount	Funding Source
Cash Balance Remaining		

20. As part of the final approval for the Girl Scout Gold Award, candidates are asked to showcase what they accomplished through their projects in the form of a presentation, scrapbook, video, PowerPoint, etc. **The Gold Award Committee requires that candidates design and create a trifold presentation board about their project AND bring this to their final interview.**
How will you be showcasing your Gold Award Take Action Project?

21. Please attach your *actual* Project Hour Log.

22. **IMPORTANT:** Please complete the biographical information below and submit a head and shoulders photo with this final report. These items will be used to create the Gold Award celebration program so give your responses careful thought. Please limit your replies to two or three sentences. Be succinct!
    a. Name as you want it to appear in the ceremony program:
    b. Years in Girl Scouts:
    c. Girl Scout highlights:
    d. Gold Award Project title:
    e. Project summary:
    f. Future plans:
    g. Favorite leadership quote (Don't forget to include the person's name that you are quoting!):

Girl and Project Advisor Signatures

By signing this document, I verify that the information provided is accurate.

Your Signature: _____ Date: _____

By signing this document, I verify that I reviewed this document and all the information provided is accurate, and that the applicant met all the requirements for a Gold Award Take Action Project.

Project Advisor's Signature: _____ Date: _____

Next Steps (for council use only)

☐ Approved
☐ Further information needed before approval (see notes below)

GSMISTS Representative's Signature: _____
Date: _____

Additional Information Needed Before Approval: