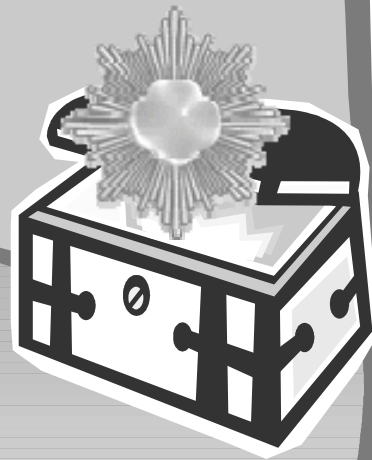


Quest for the Girl Scout Silver Award

Published: September, 2008

FIND IT INSIDE:

- | | |
|----------|---|
| Pg 2 | Introduction:
Before you start / Basics |
| Pg 3 | Guidelines (boring, but read it) |
| Pg 4 - 7 | Earning the Silver Award:
Step-by-Step Process |
| Pg 8 | Roles of Parents/Families |
| Pg 8 - 9 | From Good to Great:
Successful Silver Projects |
| Pg 10 | Money & the Silver Award |
| Pg 11 | Resources You Will Need |
| Pg 12 | Contact Information |



BECOME BELONG BELIEVE BUILD

BEFORE YOU START:

- ⇒ Have the desire! You are the only person who can decide if earning the Silver is right for you. If you feel like you should earn the Silver because a parent, leader, or friends say you should - or you are feeling pressured to do it for your résumé or college application, rethink your plans and discuss your thoughts with those involved. Earning the Silver Award must be something YOU want to do. If you know you want to earn the Silver Award, or you want to learn more about it... keep reading!
- ⇒ Be sure you are registered as a Girl Scout or STUDIO 2B member in our council.
- ⇒ Get the "STUDIO 2B Girl Scout *Silver Award Go For It!*" insert and the other books from the GSCWM Girl Scout Store. (The full resource list is on page 11.)
- ⇒ Read this packet carefully and share it with others who will help you in your quest.

SILVER AWARD BASICS:

Know It: The Girl Scout Silver Award is a COMMUNITY SERVICE based achievement. It is nationally recognized as the highest award a Girl Scout 11-14 can earn. The Silver Award is designed to help a girl set and reach goals and practice leadership skills while making lasting, positive changes in her community. *Don't worry if you're not "good" at school or make the best grades. Earning the Silver Award is an entirely different way to find your strengths (and stuff you need to work on), accomplish goals, help others and feel proud of your work.*

Time It: From start to finish, it can easily take 1 - 2 years to complete the Silver Award process. Time management and organizational skills are very important. If you are dedicated, you can learn these skills through the Silver Award process. *You should not rush through the Silver Award process just to get the reward. If you do, you will not truly invest in your work or in your community. The process of earning the Silver and what you learn about yourself while doing it is as important as receiving the Award itself.*

Do It: The 6 Steps in earning the Silver Award (including all Summer, 2004 GSUSA updates)

1. **Get Ready:** Become organized to help you take the next 5 steps
2. **Leadership Award:** Earn the *GS Silver Leadership Award*. Put the *GS Law into Action*
3. **Career Award:** Earn the *GS Silver Career Award*. Reach out & get to know people.
4. **4 B's Challenge:** Earn the *GS Silver 4B's Challenge*. Find your thoughts & voice.
5. **Project:** Carry out the *GS Silver Award Project*. Make a difference in your community
6. **Think about it:** Think about the impact you made in the community and how you have benefited from the work involved in earning the Silver Award.



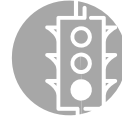
GSCWM and GSUSA Silver Award Guidelines:

- ◆ Any girl who starts working on the Silver Award process after January, 2005 **MUST** use the current guidelines outlined in this pamphlet. Girls who started working on the Silver Award before January 2005 may continue to follow previous guidelines. Or, they can choose to "mix & match" old requirements and new ones.
- ◆ Girls may work individually or in a group while earning the Silver Award. However, if girls choose to work as a group, each girl must have a distinct role in the process and earn her hours individually. Each girl must log her hours and keep track of her own work.
- ◆ The Current Silver Award Process includes 6 steps / requirements. The steps are broken down for you later in this booklet. Keep this booklet for future reference.
 - 👤 Girls must be 11 or going into 6th grade to begin work on Steps 1 - 4.
 - 👤 Girls must be 12 or going into 7th grade to begin work on Steps 5 & 6 (the Silver Award Project & Reflection).
 - 👤 Girls must finish Steps 5 & 6 by the age of 14 or before the start of 10th grade.
 - 👤 Accomplishments prior to the appropriate ages (or before work is started on the Silver Award) **CANNOT** be counted. No 'double-dipping' allowed either.
- ◆ Step 5 (the Silver Award Project)
 - 👤 **Must reflect community service.** If the project is done within Girl Scouts, girls have to reach out to the non-Girl Scout community in some way.
 - 👤 Must involve a minimum of **40 hours**.
 - 👤 Council-approval is required for any projects that impact council owned or leased property.
- ◆ All work accomplished while earning the Girl Scout Silver Award **must comply with *Safety-Wise*, GSCWM, and GSUSA standards and regulations.**
- ◆ Girls must contract with a Silver Award Advisor. A girl may choose a different person as their Project Advisor in Step 5. Parents are **strongly discouraged** from serving as Silver Award advisors, even if they serve as a troop leader/advisor. Girls are encouraged to find experts in the field of their projects, and reach beyond their "comfort zones".
- ◆ Council-approval must be given (prior to any plans or publicity) for **money-earning activities and requests for donated goods** associated with the Silver Award process.
- ◆ Upon completion of the Silver Award project, girls must complete and turn in the **Final Report Form and Log of Hours for council approval**. Once the Silver Award is approved,
girls will receive a letter of congratulations and information on purchasing the official Silver Award Pin.



Earning the Silver Award Step-by-Step:

(Adapted from 'Go for It' STUDIO 2B binder insert)



Be sure to read the Guidelines before starting on the Silver Award Process!

STEP 1: Get Ready!

These are "prep steps" and will help you successfully complete Steps 2 - 6

- ◆ Get familiar with this booklet and the "Go for It Girl Scout Silver Award Insert".
- ◆ Meet with your Silver Award Advisor (or contact Council if you are individually registered). This person does not have to be the same person as you will use for your "Silver Award Project Advisor" that you will use in Step 5 (the Silver Award Project). (See the *Roles in the Silver Award Process at a Glance*). Ask your Advisor to read this booklet and have them help you create a timeline for Steps 2 through 4. See the *Go for It* Insert for details.
- ◆ Make an agreement with your adult advisor. You, as the girl need to take the lead in the Silver Award process. However, your advisor will help you set challenging, yet realistic goals and provide support. For an example of the agreement, look on page 9 of the *Go for It* insert.
- ◆ You may choose to do Step 3 (Career Award) before Step 2 (Leadership Award) if you wish. However, both Steps 2 and 3 must be completed before Step 4 (4B's Challenge). And, Steps 4-6 (4B's Challenge, Project, Reflection) need to be completed in order.

STEP 2: The Girl Scout Silver Leadership Award / Charm

The Leadership Award focuses on learning to live specific aspects of the Girl Scout Promise and Law through earning Interest Project Patches and the *uniquely Me! The Real Deal Focus Book* charm, and then putting leadership into action. **There are four steps to earning the Silver Award Leadership Award:**

1. **Earn It:** Earn 3 IPP's found in *Interest Projects for Girl Scouts 11-17* related to specific parts of the Girl Scout Law. See the *Go For It!* insert for details and how to record your progress.
2. **Believe It:** Earn the STUDIO 2B Focus book *uniquely me! The Real Deal* Charm by setting and achieving goals in conversation with an adult advisor. If you have already earned the charm for this STUDIO 2B Focus book, read through it again and set new goals to achieve. See the *Go For It!* insert for details and how to record your progress.
3. **Believe It:** Put leadership into action by spending 15 hours in one or more leadership roles. See the *Go For It!* insert for details and how to record your progress.
4. **Journal It:** Use writing to capture and consider what you have learned in earning the Silver Leadership Award. See the *Go For It!* insert for details and how to record your progress.

STEP 3: The Girl Scout Silver Career Award / Charm

It is important to understand more about your community and build a network of people and resources. Earning the Silver Career Award will help you learn more about different careers and help you meet people and develop communication skills that will assist you in earning the Silver Award. **There are four steps to earning the Silver Career Award:**

1. What's Out There?

In this step, you will research different jobs and careers and the education involved in those jobs. You'll also explore jobs which not many women do. The more you know about career options, the more likely it is that you'll know what to do to get the job you want! See the *Go For It!* insert for details and how to record your progress.

2. Who's Out There?

You'll talk to college students and adults about different kinds of education, training, and on-the-job experiences. Talking to people about jobs not only gives you more information. It also builds communication skills and a network of contacts you may need when you work on your Silver Award project. See the *Go For It!* insert for details and how to record your progress.

3. Be Your Own Boss— "Earn Your Own Business" Interest Project Patch

For this portion, you will earn the *Earn Your Own Business* IPP. If you've already earned that IPP, then earn another IPP related to a field in which you would be interested in starting a business. You must choose an IPP which you have not previously earned. See the *Go For It!* insert for details and how to record your progress.

4. "Journal It"

Use journaling to think about and write what you have learned while earning the Silver Career Award. See the *Go For It!* insert for details and how to record your progress.

STEP 4: The Silver Award 4B's Challenge / Charm

This Challenge focuses on the 4B's: "Become, Belong, Believe and Build" (the Girl Scout Program Goals for Girls 11-17) and how activities relate to these concepts and the Girl Scout Promise and Law. The Challenge will help you identify and create a relevant 40 hour Girl Scout Silver Award Project (Step 5). This is the time you can start to identify an adult to be your *Silver Award Project Advisor*. **There are four steps to earning the Silver 4Bs Challenge.** See the *Go For It!* insert for details and how to record your progress.

- 1. Become:** Set goals for self-improvement
- 2. Belong:** Earn the charm for the *STUDIO 2B Focus Book Looking In, Reaching Out*
- 3. Believe:** Identify a school or community issue you feel strongly about
- 4. Build:** Focus on creating a solution for the issue you identified

Note: Planning time for the 4B's Challenge may be applied to the Silver Award project hours.

Step 5: The Girl Scout Silver Award Project

Now you're ready to think about your project! Everything you have done in steps 1 - 4 has led you to this step. Work with your troop/group advisor (or the Girl Scout Silver Award Project Advisor you recruited to help you with the project because of her/his expertise). *Remember, a parent or family member should not serve as your Project Advisor.* Planning and implementing the action steps should take a *minimum* of 40 hours.

- ◆ All work on Steps 1-4 must be complete and approved by your Silver Award Advisor (who may be a different person than the Project Advisor) before you begin Step 5.
- ◆ You must be at least 12 years old or in 7th grade to start work on Step 5.
- ◆ Steps 5 & 6 must be completed by the time you turn 14 or begin 10th grade.

There are 5 steps involved in planning and implementing your Silver Award Project. See the Go For It! insert for details and how to record your progress.

1. Plan It

Figure out what the community problem is and what you want to do about it. Look back at what you did for the Silver 4Bs Challenge. Is this the issue you want to work on for your Silver Award project? Do you have any new or different ideas? Now is the time to commit to a community issue, problem or challenge as the focus of your Silver Award Project.

2. Know More About It

Research information about your issue and project idea. Collect as much information on your issue or topic as you can. You can use the same steps you did in the "Believe" section of the Silver 4B's Challenge to conduct your research.

3. Choose It

Brainstorm ways to solve a problem and create a budget. Use the same process that you did in the "Build" section of the Silver 4Bs Challenge to help you choose specifically what you want to do about your issue.

4. Map It

Create a timeline of project steps and list of resources needed. Organize the people and other resources you will need to carry out your plan. Consult with your project advisor to get feedback on your plan. *At this time, there is no pre-approval required or given from Montachusett Council. However, your Project Advisor must approve your plan before you start.*

5. Do It!

Put plans into action. Know that you may have to make changes as you implement your project. This is normal. Be flexible as you work to make the project a success. **Be sure to get council approval for any donations or money-earning activities before any action or publicity takes place.** *You must stay in regular contact with your Project Advisor during this step.*

STEP 6: Think About It

Evaluate the process with your *Girl Scout Silver Award Advisor* using the *Go For It insert* and record your thoughts. Meet with your Project Advisor and carefully and neatly complete the *Girl Scout Silver Award Final Report* and *Log of Project Hours*. Submit the Report Form and Log of Hours to the Council, using the address on the back of this booklet. Please make sure you are using the most current Report Form.



What Happens Next?

Your Silver Award Report Form will be evaluated by council and either approved or not approved.

- ◆ If you are not approved, you will receive a detailed letter or phone call regarding the changes you need to make. As long as you are still of the right age, you may decide at that point to continue or abandon your quest for the Silver Award. If you wish to continue, there are always people available to help you finish a successful project!
- ◆ If your project is approved, you will receive a letter of congratulations and a personal "Pin Purchase Certificate". You (or your group/troop, family, etc) may then purchase your official Girl Scout Silver Award pin and hold a ceremony, if you wish!
- ◆ The approval/disapproval process usually takes 2 weeks - 1 month. If you do not hear back from council after a month, feel free to contact the Teen Services Coordinator.
- ◆ If you are nervous that your project might not be approved, feel free to contact the Teen Services Coordinator with any questions. *You must be the one who makes contact. Please don't ask a parent or your advisor to do this for you.*
- ◆ If you have asked for "donations cover letters" (discussed in the "Money" section of this booklet) in Step 5, you will probably have a good sense at that time if your project will be approved when you turn in your Report Form.
- ◆ You may contact the Teen Services Coordinator at any time if you are unsure about your project idea! You don't have to wait until the evaluation period to make sure you're on track.

ROLE OF PARENTS/FAMILIES IN THE SILVER AWARD PROCESS

Earning the Silver Award represents a girl's commitment to herself and her community. Parents and family members play a significant role in supporting a girl during the Silver Award process. However, they should not be the "taskmasters" — this is the girl's project. Here are some good ways adults can assist a girl:

- Read through the materials provided to girls regarding these awards so that you feel comfortable offering support.
- Encourage and support her, but do not pressure her. The "Quest for the Silver" is something that a girl has to want to do herself. It is not a chance for you to "live vicariously" through her achievements
- Help her choose a topic that will become the basis for her project if she asks for ideas. Help judge the reality and caliber of her idea. Remember, though, that the topic should be based on her passions, not yours.
- Aid her in accessing a network of adults who can lend insight, provide contacts, and point to resources.
- Provide transportation and assist with logistics if she requests help.
- Support her in following Girl Scout safety or money earning rules. This is important to ensure her safety and the integrity of the Girl Scout program.
- Allow her to stumble and learn the lessons that come with the Girl Scout Silver Award. Let her make decisions and mistakes, even if things aren't the way you would have done it. Decision-making is a life lesson.
- Realize that she 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. Attend project events if it is appropriate, and join in a celebration if your daughter is honored in one.

FROM GOOD TO GREAT: SUCCESSFUL SILVER AWARD PROJECTS




Need help? These community/school issues might help you think of a Silver Award Project:

- ⇒ Domestic or street violence (verbal or physical)
 - ⇒ Hunger / malnutrition
- ⇒ Illegal drug use / youth smoking or drinking
- ⇒ Infrastructure repair or improvement (streets, playgrounds, bike trails, etc)
 - ⇒ Lonely, disadvantaged, or home-bound people
 - ⇒ Abandoned animals / pet training
 - ⇒ Recreation opportunities for youth
 - ⇒ Pollution / environmental decline
- ⇒ School or community rule or ordinance you don't agree with
 - ⇒ Diversity & equality
 - ⇒ Arts education or promotion
 - ⇒ Science opportunities for girls
 - ⇒ Cliques / teasing, bullying
- ⇒ Preserving & promoting town or women's history
 - ⇒ Neighborhood improvement

Think: Long-lasting solution, not just a "good deed".

CREATING A GREAT SILVER AWARD PROJECT



-  Keep in mind that earning the Silver Award is a “community improvement” based process. It is important that you choose and implement an *original* project to address a concern in your community that is not already being taken care of - or going above and beyond a normal service project to address the concern. Think big and think outside the box.
-  We want to make sure all who earn the Girl Scout Silver Award in our council have completed projects of high caliber. And, remember this is *your* project. Your leaders/advisors can't do it for you, nor can your family. Certainly, under your direction they can help you with aspects of implementation. However, you must be the person who takes the lead earning the Silver Award.
-  An important aspect of the Silver Award is the project. 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. Here are several activities that start as service projects, but with some additions or rethinking, have moved into the caliber of a great Girl Scout Silver Award projects. One role of a troop/group 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.

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 or women/children's abuse 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.

These are only *examples* of ways to move GOOD ideas into GREAT projects. It's best to come up with your own ideas, based on your passions. You'll be more successful, and you'll have more fun!

M*O*N*E*Y AND THE SILVER AWARD PROJECT

(Adapted from "Go for It" STUDIO 2B Girl Scout Silver and Gold Award inserts)

One of the challenges you may face during your Silver Award process is funding your project. Girl Scout of the USA and the GS of Central and Western Ma have very strict rules which **must** be followed during the Silver Award process. Here are the rules, and ways to approach a solution.

1. What you **CAN'T** do:

You, as a legal minor **CANNOT** ask for money as a girl member of Girl Scouts. You also can't ask for materials or services (technically called "gifts-in-kind") either. For a lot of reasons, legal and otherwise, this kind of asking is considered *fundraising* by the IRS and Girl Scout policies. Adults are the only people who can raise money or ask for goods for Girl Scout purposes.

What you **CAN** do:

Work with your advisor to create a business letter describing your project, its purpose and the materials you need to complete your project. Also include your personal contact information. Sign and date the letter and mail a copy to the Teen Services Coordinator at council. Keep the original copy. Also type a list of the names and the mailing addresses of the businesses that you would like to solicit for donations. Your letter will be reviewed. If approved, you will be mailed an official "donation cover letter" from our Council which will ask each business you identified to donate items for your project. You are then responsible for mailing the copy of your letter with the cover letter to the businesses and making arrangements to pick up any donated supplies. You may or may not be contacted if your request by a business is declined. (Sample letter available, see "Resources".)

2. What you **CAN'T** do:

As a Girl Scout, you can't raise money for another organization. For example, you can't have a bake sale and tell people that you are giving the proceeds to a homeless shelter for meals. Nor can you ask for pledges for a walk-a-thon to benefit breast cancer research, or hold a benefit dance to raise money for friend's kidney operation.

What you **CAN** do:

If you are working on a Silver Award Project as a group/troop, your group may apply with the council for a "money-earning activity". You must follow the same procedures and rules as you would for any other reason your group would raise money (to go on a trip, etc.). You must involve every girl who is working with you on your Silver Award project. All decisions on how to allocate the funds, must be made as a group. Money earned as a troop can be used for group or individual projects.

If you are an *individually registered member*, things are slightly different. An Individual Girl Scout (even if you are registered in a group), cannot earn money for herself. However, you can work with a group/troop in your area by presenting your need for funds, and assisting in the money earning process. There is no guarantee that you will get the amount of money you need from the group, as the dispersal of funds will be a group decision.

These are the explanations for the 2 major rules. Work with your advisor to become familiar with all of the GSUSA and GSCWM rules and regulations regarding money-earning programs, blackout dates, and prohibited activities. You are responsible for this

information during the course of your Silver Award journey.

RESOURCES YOU WILL NEED:

Available for purchase at the Girl Scouts of Central and Western MA Girl Scout Store:

- ◆ STUDIO 2B Basics insert *Go For It! Girl Scout Silver Award* (\$5.25)
You are welcome to adapt the questions and forms to your liking. For example, if the book is too small for you to write in, just write or type out the questions and answers. Keep a notebook of all your work and journal entries!
- ◆ STUDIO 2B Focus Book *uniquely Me! The Real Deal* (\$4.95)
- ◆ STUDIO 2B Focus Book *Looking In, Reaching Out* (\$4.95)
- ◆ *Interest Projects for Cadette and Senior Girl Scouts* or *Interest Projects for Girls 11-17*. (\$9.95)

Available for free upon Request:

- ◆ Girl Scout Silver Award Report Form
- ◆ Sample version of a business letter and cover letter to be used when seeking donations
- ◆ "What's Old, What's New and What's the Same" about the 2004+ Silver Award (GSUSA publication)
- ◆ "Silver Award FAQ's" (GSUSA publication)
- ◆ "Roles in the Silver Award Process at a Glance" - clarification of Troop/Group Advisors, Silver Award Advisors and Silver Award Project Advisors.

CONTACT INFORMATION

Questions about the Silver Award process? Contact:

Tammy Breen

Girl Scouts of Central and Western MA

81 Gold Star Blvd

Worcester, MA 01606

Tbreen@gscwm.org

508-853-1070 x108

Questions about group/troop money-earning activities?

Contact the Membership Manager for your area.

508-853-1070

For hints on choosing a project and advice from other girls:

Girl Scouts of the USA website:

www.girlscouts.org

STUDIO 2B website:

www.studio2b.org

SOME LAST WORDS OF ADVICE



The Girl Scout Law begins with "I will do my best to be honest and fair". Be honest about your activities. Fully complete each requirement, and do your best to challenge yourself. Remember your manners - be polite and humble when speaking with businesses, community members, adults, and peers. Keep in mind other people's workloads and timeframes when you make plans.

When it comes time to consider and select a project, choose something that will be a "reach" for you - not something you've done before. Make it a project worthy of the recognition. If you are part of a group project, be sure you fully give your time and talents. Contribute your 40 hours of effort. This does not include time that you sit around while someone else is working.

A Girl Scout Silver Award that is based on dishonest reporting, half-finished requirements, or arrogant attitudes may look good on your vest, but it won't wear well in your heart or in other's eyes.