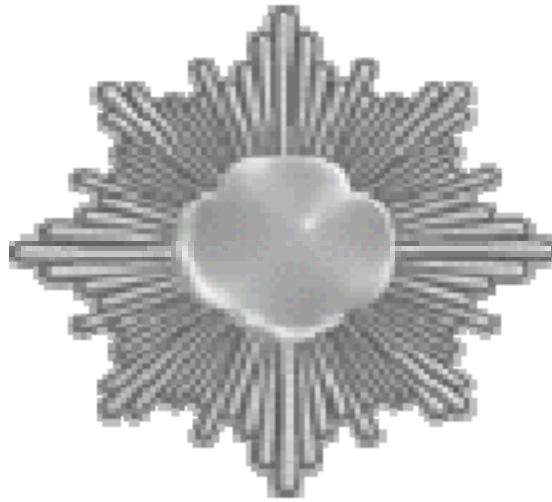


# **The Girl Scout Bronze Award**

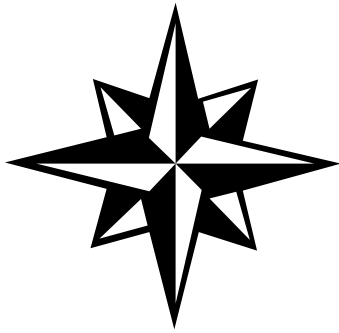
**A workbook for Junior Girl Scouts**



**Girl Scouts Eastern Washington & Northern Idaho  
1404 N. Ash St.  
Spokane, WA 99201  
(509)747-8091 or (800)827-9478  
[www.gsewni.org](http://www.gsewni.org)**

# TABLE OF CONTENTS

Journey to Bronze .....	2
About the Bronze Award .....	3
Starting the Journey .....	4
A word about "honest and fair" .....	5
Requirements for Earning the Girl Scout Bronze Award .....	6
Selecting a Bronze Award Project .....	8
40 Ideas from other projects that Juniors have completed .....	12
Planning and Implementing Your Project .....	14
Completing your Project .....	15
Sample Final Report Forms .....	16
Final Report Forms .....	21
 Leader Section:	
<u>SECTION I. TIPS</u> .....	27
<u>SECTION II. CLARIFICATION OF LEADERSHIP AND SERVICE ACTIVITY</u> .....	30
<u>SECTION III. OPTIONAL FORMS</u> .....	31
Badge Log .....	32
Junior Girl Scout Leadership Pin .....	33
Junior Aide Patch .....	34
Girl Scout Signs .....	35



## Journey To Bronze

### The Girl Scout Bronze Award

EVEN A JOURNEY OF A  
THOUSAND MILES BEGINS  
WITH A SINGLE STEP.

So, you want to earn your Bronze Award. Well, first you have to take a class, and then you have to pass a test, ... No, just kidding! It isn't that hard.

To start with, all you really need is to be a Junior Girl Scout and want to earn this award. Earning the award takes a little more effort and organization.

The Junior handbook and this workbook will help you understand the requirements for earning the Bronze Award. As you learn about these requirements, you may think it sounds like a lot of work and you are probably thinking there is no way you're going to have time to do all of this. Relax! It's going to seem overwhelming until you start looking at this piece by piece, and then it won't seem so bad. There's an old saying: *How do you eat an elephant? One bite at a time!* Well, take lots of small bites, and soon you will have the satisfaction of knowing that you have achieved the highest award that can be earned by a Junior Girl Scout.

We're not going to wish you "good luck" on this, because "luck" has little to do with the Bronze Award. We wish you instead the drive and ambition to stick with this journey and earn the honor. You will have lifelong memories of what you did and learned as you "hiked this trail" and of all the people who helped you along the way, but most of all you will remember those who were helped by you!



# About the Bronze Award



**Q. What is it?**

**A.** The Girl Scout Bronze Award is the highest award that can be earned by a Junior Girl Scout. It recognizes your efforts in a wide range of Girl Scouting experiences and **YOUR COMMITMENT** to working to better your life and the lives of others.

**Q. Who can earn it?**

**A.** Any Junior Girl Scout may earn this award. Work toward the requirements may not begin prior to your becoming a Junior. You must have either bridged from Brownies to Juniors or be registered as a Junior Girl Scout.

**Q. How is it earned?**

**A.** There are 4 requirements for this award. (Refer to pages 202-203 in the Junior Girl Scout Handbook.) You should work closely with your adult partners in the completion of all the requirements. The first three requirements call upon you to build your skills, explore career possibilities, increase your leadership skills, and make a commitment to improving yourself. You may not use activities to earn credit in more than one area - one activity, one requirement (i.e., no "double-dipping!").

The first three requirements may be done in any order, but must be completed **BEFORE** you work on the fourth requirement, the Girl Scout Bronze Award Project. You must discuss your project with your leader before you start. This enables you to understand what is required and expected of you from the beginning. You will also need to file a report upon the completion of your project.

REQUIREMENT	RESOURCE BOOK
1. Earn two badges that are related to your Bronze Award project.	<a href="#">Junior Girl Scout Badge Book</a>
2. Complete one of the Girl Scout Signs.	<a href="#">Junior G.S. Handbook, pg. 190 thru 197</a>
3. Earn one of the following:	
Earn the Junior Aide Patch	<a href="#">Junior G. S. Handbook, pg. 198</a>
OR	
Earn the Junior G.S. Leadership Award	<a href="#">Junior G. S. Handbook, pg. 200</a>
OR	
Two of these Badges:	<a href="#">Junior G.S. Badge Book</a>
"Girl Scouting in the USA", "Girl Scouting Around the World", "Girl Scouting in My Future" or "Lead On"	
4. Design, carry out, and report on a Girl Scout Bronze Award Project	<a href="#">Junior G.S. Handbook, pg. 202-203</a>

## Starting the Journey

**Q.** This seems so overwhelming. I have no idea what I want to do for a project. I'm not even sure I want to do all of this work. What should I do?

**A.** Start by realizing that what you are feeling is normal. There are some girls who know before they even bridge to Juniors they want to earn their Bronze Award. Many others look at what is involved and are not sure if they can or even want to try.  
Best advice: start working towards it. The Bronze Award is a great achievement. Try following these steps, taking one bite at a time. You may surprise yourself!

**Q.** Do I need to know what my Bronze Award Project will be before I start?

**A.** No! Very few girls do. Spend your first 1 to 1 1/2 years exploring. If you have no idea what you want to do for your Bronze Award Project, don't worry about it until you're getting close to finishing the first 3 requirements.

**Q.** Okay. So I'm not going to worry about my project. Where do I start?

**A.** 1. **Get yourself organized.** Most girls have found it easiest to get a 3-ring binder. Put some blank paper in it and divide the notebook into 4 sections to correspond to the 4 requirements of the Bronze Award.

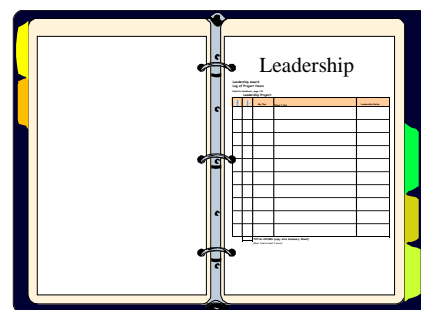
2. In each of these sections, you will **document your progress**. You can make up your own documentation sheets. The important thing is to keep track of your progress.

3. Put a copy of the final Bronze Award Report in your notebook so that you can **collect the signatures** when you complete each requirement. Take good care of this report form.

4. **Start taking some bites of that elephant.** Choose which of the requirements you would like to do first. Maybe it's a Badge. Select one that sounds like fun. Don't even ask yourself if it will apply to your Bronze Award Project; just have fun doing it. Or maybe you'd like to start with a section of the Aide patch. When you're done with that bite, take another bite!

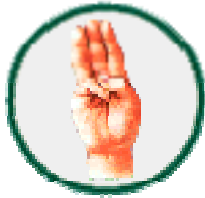
5. If you want to earn the Leadership Award, start early working on **your leadership hours**. Do 1-2 requirements, and then work with your troop leader to begin finding leadership opportunities. These hours can be difficult to accumulate, so begin as soon as you can.

6. **Celebrate your completions!** Some girls find it helpful to have a visual chart of their progress. Make a chart or graph. As you complete a step, mark the chart. Buy yourself some star stickers (or you can use markers). Write the name of your badges on each set of stars. Watch your progress. Before you know it, you'll be ready to work on your project! And you'll feel so proud of your progress.



## A word about "honest and fair"

The Girl Scout law begins:



*I will do my best to be honest and fair*

Be honest about your activities.

- ❖ Fully complete each requirement
- ❖ No "double-dipping". By this we mean you can only count the completion of one requirement towards one recognition.

An example: The completion of an activity from a Badge can be counted for either the earning of the Badge or as one of the requirements for another recognition but not both.

- ❖ When it comes time to select your project, do select a project that will be a "reach" for you. It should not be something you've done before. Make it a project worthy of the recognition you will receive.
- ❖ If you are part of a group working on a project together, be sure you fully give of your time and talents. Contribute your 15 hours of effort. This does not include time that you sit around while someone else is doing some work.

**A Girl Scout Bronze Award that is based on dishonest reporting or half-finished requirements may look good on your vest, but it won't wear well in your heart.**



# Requirements for Earning the Girl Scout Bronze Award

## Badges

Requirement 1. Earn 2 Badges related to the project you will do for the Bronze Award.

**Q. What are the requirements for earning a Badge?**

**A.** Complete 6 of the 10 listed activities

**Q. What does it mean to be “related to the project”?**

**A.** The Badge must in some way support the skills and knowledge necessary to implement your Bronze Award Project. For example, if your project is related to sports, not all Badges must be sports-related Badges. There are other facets to implementing such a project, e.g., communication skills, health and well-being issues, childcare knowledge, and organizational skills. Badges that focus on these areas also will support the project. However, at least 1 Badge should be in a sports area so that you learn the necessary skills to assure success of your sports-based project. At least one requirement must relate to the project for the Badge to count.

**Q. If I don't know what my project will be, how can I be working on the right Badges?**

**A.** This is not as tough as it seems. Some strategies to use:

- ◆ Earn Badges that interest you. This will lead you to an interesting project.
- ◆ Earn Badges that lend themselves to almost any project and that will be truly helpful when it comes time to implement your project (e.g., Conflict Resolution, Understanding Yourself & Others)
- ◆ Most importantly, when you do determine what you want to do for your project, find at least one Badge that most directly relates to your project.

**Q. Can I count the Badge that I earned as part of my “Bridging to Juniors”?**

**A.** No. Badges must be completely earned as a Junior Girl Scout.

**Q. Can the service project activity of a Badge be my Bronze Award Project?**

**A.** No. First of all, both Badges must be completed prior to beginning your Bronze Award Project. Secondly, remember the rule of no “double dipping! You can, though, build on a service project to create your own Bronze Award Project.

**Q. Do I have to finish one Badge before starting another?**

**A.** No. You can work on the badges concurrently with other badges or prerequisites.

## Signs

Requirement 2. Earn 1 of the Girl Scout Signs.

(Junior G.S. Handbook, pages 190-197)

**Q. Which Sign should I earn?**

**A.** Any of the four Girl Scout Signs are acceptable. As long as the sign was earned as a Junior Girl Scout, it may count towards the Bronze Award.

**Q. What do the Signs stand for?**

**A.** Each of the Girl Scout Signs represents one of the Girl Scout Program Goals: Self-Potential, Respect for Others, Developing Values, Contributing to Society.

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## Leadership

Requirement 3. Select one of the following options:

Option 1: Earn the *Junior Girl Scout Leadership Award*

(Junior G.S. Handbook, page 200)

Option 2: Earn the *Junior Aide Patch*

(Junior G.S. Handbook, page 198)

Option 3: Earn 2 of the following badges:

*G.S. in the USA, G.S. Around the World, G.S. in my Future, Lead On*

(Junior Badge Book, pages 2-7, 18)



**JUNIOR AIDE**

**Q. If I have already earned one of these before, do I have to earn another for the Bronze Award or can it count towards it?**

**A.** Yes, it can count. As long as you were registered as a Junior Girl Scout when you earned it.

**Q. In earning the Leadership Award, do the hours I spend planning an event count towards the 6 hours of leadership?**

**A.** Planning is an integral part of successful leadership. You may count the hours that you spend planning a project, but you must carefully log this time. You are on your honor to count only the time spent planning.

**Q. I'm confused on the difference between *Service* and *Leadership*.**

**A.** Please see the separate clarification document, Section II in the Leader portion of this guide.

**Q. Do the 3 hours I spend assisting younger girls have to be on the same day or even with the same group?**

**A.** They do not have to be on the same day, but they do need to be within the same "project." This may mean it's with a different group of girls, but you would be doing essentially the same project with each group. Or it may be that you are working with the same group of girls over the course of several weeks but perhaps leading them in various activities.

## Bronze Award Project

Requirement 4. Design and carry out a Girl Scout Bronze Award project.



## Selecting a Bronze Award Project

**Q. What is a Bronze Award Project?**

**A.** The Bronze Award Project is your chance to put into action the things you have learned as a Junior Girl Scout. It is your chance to change something and to make a difference in the world, even if it is a very small difference.

**Q. What type of project qualifies as a "Bronze Award" project?**

**A.** The project needs to be a **service** project that will some how **benefit the community**. In order to qualify as a service project, it must help others **without** payment in return. The community can refer to a small group (like a preschool), a national concern (like hurricane survivors) or even an international effort.

The Bronze Award Project is your own project. It is not service hours carried out in an existing program. You may, however design your own project to fulfill a need within an existing program.

Although you are not expected to plan a huge 100+-hour project, your project should also not be the easiest, fastest thing you can think of. It should be something you really want to do.

**Q. How do I choose a project?**

- A. Try asking yourself what kind of people or what part of your community you want to help. Then ask others to suggest or introduce you to groups or agencies that you can go to and ask, "What can I do to help you?" Organizations such as United Way, schools, Red Cross, food banks, churches, libraries, and hospitals are always looking for eager volunteers.

Or ask your family, troop members, or friends what they think your strengths and talents are. Survey your interests and concerns carefully. Look back at the activities you did when completing your leadership. What is important to you? Examine the skills you have learned as a Girl Scout. These skills were meant to prepare you for life in the world outside of Girl Scouting, and this is the perfect opportunity to go "outside".

Check out the following ideas. If nothing jumps out at you, brainstorm these issues with adults and together you will get some new ideas!



Violence	Hunger	Drugs	Children
Buildings	Playgrounds	Parks	Streets
Pollution	Adults	Recreation	Sick People
Privacy	Lakes and Rivers	Animals	Personal Dignity

**Q. I'm really nervous about organizing a project like this. What if I make mistakes?**

- A. The Bronze Award Project is a great opportunity to practice your leadership skills as you prepare for larger leadership roles, including the Girl Scout Gold Award Project. DON'T expect the "perfect" project! However, DO expect lots of guidance from your adult advisor and troop leader. Never be afraid to discuss problems or ask for help. This project is meant to be a learning experience!

**Q. Can we do a project as a troop?**

**A.** Yes, but it is difficult to have a project that would allow each girl to contribute an independent 15 hours. Each girl must have specific responsibilities, and each girl must spend the minimum requirement of 15 hours including the minimum 7-8 hours of implementation time. These hours cannot include sitting around while someone else is doing her part. Each girl must also complete a separate Council Report Forms.

You are encouraged to use your leadership skills to enlist and direct others to help you complete your project. However, the Bronze Project is your own, and each step in planning and implementing it is your responsibility.

**Q. Do we need an advisor?**

**A.** Your leader can act as your advisor. You are encouraged to use resource people whose knowledge or careers can make your Bronze Award the best that it can be. If you are an individual member, ask your council to help you find an advisor.

**Q. Do we need to complete the Bronze Award before we are Cadette Girl Scouts?**

**A.** Yes, it is an award specific to Junior Girl Scouts.

**Q. Does that mean we need to complete the Bronze Award before we work on the Girl Scout Silver Award?**

**A.** This is kind of a trick question. You cannot work on the Silver Award as a Junior Girl Scout. The good news is you don't have to have the Bronze Award under your belt to begin the Silver Award as a Cadette Girl Scout. It is helpful, as some of the processes are the same, and many of the skills you developed for the Bronze Award are a foundation for working on the Silver and Gold Award.

**Q. We really want to help raise money for our local hospital, because someone in our troop is sick. Can we do this?**

**A.** No. You need to follow national and council guidelines for fundraising. You **cannot** raise money for another organization according to GSUSA policy. However, you can volunteer for that organization. Instead of marching in a walkathon, what about volunteering to help with registration, first aid, or making sure everyone has water and a snack along the route? It is really important that you clear any fundraising plans with the Girl Scout council.

**Q. How long should the project take?**

**A.** Your project should take a minimum of 15 hours. Out of the 15 hours, 7-8 hours must go towards the actual project implementation. The remaining 7-8 hours will be your planning and preparation time. 15 hours may seem like a long time, but a well thought-out, meaningful project will easily take this long, and Girl Scouts have found that more time is often required to successfully complete their projects.

**Q. What is meant by "project implementation?"**

**A.** This is the time spend actually performing the objective of the project. It does not include the time spent on such activities as planning the project or gathering the materials for the project.

**Q. Do we need to submit a plan to the council for approval?**

**A.** No. It is the responsibility of your advisor/leader to approve your project. However, it is strongly encouraged that you submit the optional planning form included in the girl's packet to your advisor/leader. This will help avoid confusion.

You do need to submit a council final report, activity log and budget/expense report at the conclusion of your project. These forms are included in workbook. It needs to be signed by your leader or advisor.

**Q. How do I get money for doing my project?**

**A.** Before you begin your project, complete a budget for the project. Have it approved by your advisor. You may need to do extra fundraising. Council must approve these activities and your leader can help you with that. You may wish to ask your troop for some of its funds, but understand if their decision is no. You cannot ask the community directly for any funds. Do not request any donations from any businesses without the approval of the council office.

**Q. How do I assure that my project will be safe for the participants?**

**A.** First of all, you and your advisor will need to carefully review *Safety Wise*. If you have any further concerns, your leader or the council office can help. Secondly, if non-Girl Scout members will be participating in your project, you must purchase additional insurance. Contact the Council for more information.

**Q. The place I want to have my project wants me to sign a contract. What do I do?**

**A.** All contracts must be approved and signed by the Chief Executive Officer. Contact the Program Coordinator for help with this.

**Q. Once my project is completed, am I done?**

**A.** No. You must evaluate your project, complete your Bronze Award Report Forms, have your Leader/Advisor sign them and submit your forms to the Program Coordinator at the Program Center.

### **40 Ideas from other projects that Juniors' have completed**

**Where are your interests?**

#### **The Arts**

1. Plan and coordinate an arts day for Brownies.
2. Plan and organize crafts and campfires for Mom and Me, Dad and I, or Family Camp
3. Make a video of how to use camp facilities for traveling troops.
4. Make an educational video on proper display, care, and disposal of the American flag.
5. Make laminated placemats for a special group (Blind school, handicapped school, meals on wheels, etc.)

#### **Well-Being**

1. Conduct a girls' career day.
2. Conduct a bike safety program with the local schools.
3. Organize and run a book exchange as part of a larger event.
4. Plan, organize and run a baby sitter training program for the local youth center or school.
5. Organize a blanket donation for a local shelter.

#### **Out-of-doors**

1. Build birdhouses for a local park.
2. Conduct an outdoor craft day.

#### **Science**

1. Organize a 1-day event with science/math activities for the Service Unit.
2. Create a "science nook" at camp.
3. Build an exhibit at your local science museum.

## **Whom/what would you like to help?**

### **Animals**

1. Collect food or blankets for the Humane Society and educate the public about unwanted pets.

### **Children**

1. Make alphabet books for pre-schoolers in Head Start.
2. Organize a group of volunteers to run a weekly story hour for the summer at the local library.

### **Church**

1. Teach crafts and cooking to girls in church youth group.
2. Organize and redecorate a church kindergarten room (schedule volunteers, budget money, shop, paint, and sew curtains).

### **Community**

1. Design a walking historic patch for your hometown.
2. Record an oral history of the community as seen through the eyes of Senior Citizens and donate it to the local historical society.
3. Campaign to get a traffic light installed at a dangerous intersection, researching accidents, gathering testimony and presenting it to local city or county board
4. Set up an educational display for the general public on a local matter.
5. Establish an old-fashioned herb garden at a park.
6. Prepare an illustrated "what to do" book for the area that includes kids activities, walking tours, annual events, fun things to do and see, local history, etc.
7. Organize a tree-planting weekend at a local park.

### **Disabled**

1. Organize a 1-day hiking/outdoor adventure day for disabled youth.
2. Organize a monthly dance for disabled youth/adults in the community.

### **Environment**

1. Start a sustainable recycling program at school.
2. Create an environmental awareness display at a local mall.
3. Work to get a stream cleaned up for wildlife.

### **Literacy**

1. Host a book trading fair for school.
2. Learn how to rebind books and open a book hospital for kids.
3. Make puppet boxes to accompany stories for Daisy/Brownie Girl Scouts

### Poor/Homeless

1. Establish a sustainable food pantry in your community.
2. Build and decorate bookcases and fill them with donated books and games for a shelter, Head Start, etc.
3. Organize and run a coat drive for a local shelter.
4. Organize an Easter egg hunt for homeless children.
5. Conduct a suitcase/diaper bag drive for foster children.

### Senior Citizens

1. Set up a computer center and teach senior citizens how to use the Internet and e-mail.
2. Make gifts for residents at a nursing home.
3. Organize a Seniors Prom.

### Sick

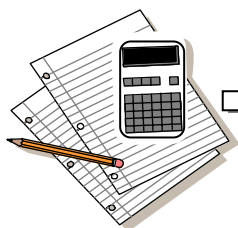
1. Present a talent show for kids at a hospital.
2. Learn to be clowns and visit hospitals on holidays.
3. Collect books for kids and adults at hospitals.

## Planning and Implementing Your Project

(Check these off as you complete them)



6. **COMPLETE THE FIRST 3 REQUIREMENTS.**
7. **GET ORGANIZED.** If you weren't organized before, get organized now! Have one place in which you keep all of your information. This could be a folder, notebook, tote bag, whatever works.
8. **UNDERSTAND THE REQUIREMENTS FOR THE BRONZE AWARD PROJECT.** Read pages 202-203 in your Junior handbook. Discuss the requirements with your leader and be sure you understand what is expected.
9. **SELECT AN ADVISOR.** This should be someone who is knowledgeable in the field in which you are doing your project. Your leader can be your advisor. If the person is unfamiliar with Girl Scouts, you will need to educate her/him about the Bronze Award and you will need to have your leader or another adult from our council be a resource to you on policies.
10. **COMMUNICATE.** Discuss your plan with your advisor, your parents, and your troop leader. Make sure all of them understand your project. Keep discussing it with them throughout your project activity. It's optional, but a good idea is to complete and submit the Project Plan (included in this packet) to your leaders or advisor. They can help to identify potential problems with your project. And the questions on the Project Plan will assist you in your planning. If you are still lost, call Council and speak with the Younger Girl Program Manager for help.



- 11. MAKE A SCHEDULE.** Prepare a time-line to help you stay on track. Remember the other activities that are happening in your life and be sure the schedules don't conflict. If you need the assistance of others, include time early in your project to talk to them so you can get their commitment well in advance. Discuss your time-line with your advisor. Write key dates on your calendar or day planner so that you don't forget any of them.
- 12. PREPARE A BUDGET.** How much will your project cost? List all of your expenses. How will you get the money? Discuss your strategy with your troop leader and advisor.
- 13. STRATEGIZE.** Think about obstacles you may have to overcome (volunteers, time, legal issues). How will you handle these problems? Check Safety-Wise. Discuss your strategy with your advisor.
- 14. DOCUMENT EVERYTHING.** Document your hours and your activities. Write down the names of those you have talked to and what they have agreed to do. It's often a good idea to follow-up your discussions with a letter outlining your understanding of what each of you will be doing and thanking them for being willing to help you. Make lists of things you need to do, things you need to acquire. Write down questions you need to ask so you don't forget to ask them.
- 15. ASK FOR HELP.** If you, your leader, your parents, or your advisors have questions at any time, please contact the Younger Girl Program Manager at 509-747-8091, extension 216.
- 16. GET READY.** Gather materials. Double check on all logistics of your project (location, helpers, etc.).
- 17. DO IT!** Put your plan into action!
- 18. HAVE FUN!**

## Completing your Project

Congratulations! You did it!



1. After your project is completed, you must file a report. Neatly complete the Bronze Award Project Report Form (included in this packet), Activity Log and Budget Forms and submit them to the Program Coordinator at the Girl Scout Program Center keeping a copy for your records. If you have participated in a group project, each girl must submit a report form documenting her individual contribution to the entire project.
2. Plan your ceremony. This should be a wonderful celebration with your family, friends, and troop!
3. Write thank you notes to all who helped you.
4. Wear your Girl Scout Bronze Award Pin with pride!

## Girl Scout Bronze Award Project Plan (Optional)

Name: Jenny Smith Troop: 125 S.U.: 402 Phone: 555-1234

Address: 123 Main Street City: Deary Zip Code: 83823

1. Explain your project plan.  
Susie, Maggie and I are going to help build a tree and flower garden in our neighborhood park (Johnson Park) I am responsible for coordinating the design of the garden and the planting day.
2. Discuss your reasons for selecting this project.  
We wanted to help our park be more enjoyable for everyone and give a shady place for squirrels.
3. What strengths, talents, and skills will be utilized?  
Organization, people skills, communication and money management. Garden and planting tips.
4. How will this project benefit the community?  
Make the park more pretty for everyone to enjoy.
5. What resources do you plan to use?  
Northwest Seed and Pet to help design the garden. Nursery and greenhouses, volunteers to help plant. Donations of plants, trees, flowers from businesses and tools too.
6. Who will be your advisor?  
Ann Jones, Troop Leader
7. Who else will assist you with your project?  
My parents, volunteers, other girls in my troop. Susie, Maggie and I are each doing a part to complete the project.
8. How do you plan to fund any expenses you may incur while implementing your project?  
Donations from local nursery's
9. How many hours do you think it will take to plan your project? 7-10
10. How many hours will the actual implementation of your project take (minimum, 7-8 hours)? 8-10
11. Total hours for your Bronze Award Project, sum of lines 9 and 10 (must be at least 15 hours): 15-20

## Girl Scout Bronze Award Project Activity Log

Name: Jenny Smith Troop: 125 S.U.: 402 Phone: 555-1234

Address: 123 Main Street City: Deary Zip Code: 83823

Use this log to document the time you spend working on your Bronze Award Project. If you have more entries to make than these tables allow, attach additional sheets.

### Planning and Preparation

Date	Activity	Hours
3/12	Pre-planning - Called Northwest Seed and Pet had phone meeting to discuss design process	1
3/13	Meet with Susie, Ms. Jones and Maggie - Planning	2
3/17	Meet with designer for garden	1.5
3/18	Pre-planning - Design research and sketching at the Public Library	1
3/19	Meet with Susie, Ms. Jones and Maggie Review project progress	1
3/25	Final design meeting with Northwest Seed and Pet	1
3/26	Shopping for lunch for volunteers, water and other Beverages for the planting day	2
3/26	Final planning meeting with Maggie, Susie and Ms. Jones. Review plant day schedule	1.5
3/28	Purchase garden supplies	2
<b>Total Hours:</b>		<b>13</b>

### Implementation

Date	Activity	Hours
4/13	Planting day at Johnson Park	5
4/14	Planting day at Johnson Park (Make Up)	6
4/15	Dedication Ceremony	1
<b>Total Hours (must be a minimum of 7-8 hours):</b>		<b>12</b>
<b>Total Project Hours (must be a minimum of 15 hours):</b>		<b>25</b>

Please return this form with your Girl Scout Bronze Award Report Form to the Younger Girl Program Manager, Girl Scouts Eastern Washington & Northern Idaho, 1404 N. Ash St., Spokane, WA 99201.

## Budget and Expense Report

Name: Jenny Smith Troop: 125 S.U.: 402 Phone: 555-1234

Address: 123 Main Street City: Deary Zip Code: 83828

Use this to prepare a budget for your Bronze Award Project. Keep track of your expenses so you can see how you are doing compared to what you expected to do. If you have more entries to make than these tables allow, attach additional sheets. Please attach copies of your purchase receipts to this form.

### Income Report

Source of Income	Anticipated Amount	Actual Amount
Donation - Northwest Seed and Pet	100.00	100.00
Stan's Nursery - Trees	30.00 (value)	50.00
Troop #125	20.00	20.00
Service Unit #402	15.00	30.00
<b>Total Income:</b>	<b>165.00</b>	<b>200.00</b>

### Expense Report

Item	Anticipated Expense	Date Purchased	Where Purchased	Actual Expense
Garden Tools	75.00	3/26	Wal-Mart	75.00
Potting Soil	10.00	3/26	Wal-Mart	10.00
Top and Bedding Soil	30.00	3/26	Wal-Mart	40.00
Food and Beverages for Volunteers	65.00	3/26	Sam's Club	75.00
Pots for Flowers	10.00	3/26	Stan's Nursery	10.00
Flowers and Trees	Donated by	Stan's	Nursery	
<b>Total Expenses:</b>	<b>190.00</b>			<b>210.00</b>

*Please return this form with your Girl Scout Bronze Award Report Form to the Younger Girl Program Manager, Girl Scouts Eastern Washington & Northern Idaho, 1404 N. Ash St., Spokane, WA 99201.*

Girl Scouts Eastern Washington & Northern Idaho  
**Girl Scout Bronze Award Report Form**

Return this form to the Girl Scout Program Center when you have completed all of the requirements.

**Part A: Personal Data**

Name: Jenny Smith Date of Birth: 9/12/1989 Age: 12  
 Address: 123 Main Street City: Deary Zip Code: 83823  
 Parent/Guardian(s): Sarah Smith Phone: 555-1234 Leader: Ann Jones  
 School: East Middle School Grade: 6<sup>th</sup> Troop: 125 S.U.: 402  
 Number of years in Girl Scouting: 7 Mth/yr bridged to or first registered as a Junior: May 1998

**Part B: Requirements 1 through 3 (must be completed prior to beginning requirement 4)**

I.	<b>Complete 2 Project Related Badges:</b> 1. <u>Eco-Action</u> 2. <u>Earth Matters</u>	<b>Date Completed:</b> February 2004 February 2004	<b>Leader/Consultant Signature:</b> _____ _____
II.	<b>Complete 1 Girl Scout Sign:</b> 1. <u>Sign of the Sun</u>	<b>Date Completed:</b> March 2004	<b>Leader/Consultant Signature:</b> _____
III.	<b>Earn 1 of the follow Leadership (check one):</b> <input checked="" type="checkbox"/> <u>Junior Aide Patch</u> <input type="checkbox"/> Junior Girl Scout Leadership Award <input type="checkbox"/> 2 Badges 1. _____ 2. _____	<b>Date Completed:</b> January 2004 _____ _____	<b>Leader/Consultant Signature:</b> _____ _____ _____

**Office Use Only:**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

## Part C: Girl Scout Bronze Award Project

Title of Project: Johnson Park Garden

Date Completed: April 15, 2005

1. Describe your project and your reasons for selecting this project.

I did this project with Susie Adams and Maggie Jones to place a new tree and flower garden in our neighborhood park. I was in charge of designing the garden and running the planting day.

2. List the skills, talents, and abilities you put into action.

Organizational skills, budgeting, communication skills, design skills, learning about gardening and flowers.

3. How did your project benefit others? The community?

It helped make the park prettier and provided more shade and oxygen for the animals and us.

4. What obstacles, if any, did you face and how did you overcome them?

Working with the designer on how the garden would look. Also, coordinating with Susie about the park people and Maggie about the volunteers.

5. What would you do differently? Would you change anything?

I would budget better for supplies and food for the planting day.

6. What was the most successful part of your project? Why?

Seeing the whole project come together. Also, having an exciting ceremony for the garden.

7. List those people who worked with you on your project and how they assisted you.

Susie - coordinated with the park, Maggie - gathered volunteers, David with Northwest seed and pet helped design the park garden, mom and my leader helped answer questions and kept me on track.

8. Report of Hours Spent:

Hours of planning 13 Advisor's initials: \_\_\_\_\_

Hours of implementation: 12 Advisor's initials: \_\_\_\_\_

Your Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Adult Advisor's Name (printed): \_\_\_\_\_

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

Adult Advisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Girl Scout Bronze Award Project Plan (Optional)

Name: \_\_\_\_\_ Troop: \_\_\_\_\_ S.U.: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

12. Explain your project plan.

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13. Discuss your reasons for selecting this project.

---

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14. What strengths, talents, and skills will be utilized?

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15. How will this project benefit the community?

---

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16. What resources do you plan to use?

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17. Who will be your advisor? \_\_\_\_\_

18. Who else will assist you with your project?

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---

19. How do you plan to fund any expenses you may incur while implementing your project?

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20. How many hours do you think it will take to plan your project? \_\_\_\_\_

21. How many hours will the actual implementation of your project take (minimum, 7-8 hours)? \_\_\_\_\_

22. Total hours for your Bronze Award Project, sum of lines 9 and 10 (must be at least 15 hours): \_\_\_\_\_



## Budget and Expense Report

Name: \_\_\_\_\_ Troop/Group: \_\_\_\_\_ S.U.: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Phone: \_\_\_\_\_

Use this to prepare a budget for your Bronze Award Project. Keep track of your expenses so that you always see how you are doing compared to what you expected to do. If you have more entries to make than these tables allow, attach additional sheets. Please attach copies of your purchase receipts to this form.

### Income Report

Source of Income	Anticipated Amount	Actual Amount
<b>Total Income:</b>		

### Expense Report

Item	Anticipated Expense	Date Purchased	Where Purchased	Actual Expense
<b>Total Expenses:</b>				

*Please return this form with your Girl Scout Bronze Award Report Form to the Younger Girl Program Manager, Girl Scouts Eastern Washington & Northern Idaho, 1404 N. Ash St. Spokane, WA 99201.*

Girl Scouts Eastern Washington & Northern Idaho  
**Girl Scout Bronze Award Report Form**

Return this form to the Girl Scout Program Center when you have completed all of the requirements.

**Part A: Personal Data**

Name: _____	Date of Birth: _____	Age: _____
Address: _____	City: _____	Zip Code: _____
Parent/Guardian(s): _____	Phone: _____	Leader: _____
School: _____	Grade: _____	Troop: _____
Number of years in Girl Scouting: _____		Mth/yr bridged to or first registered as a Junior: _____

**Part B: Requirements 1 through 3 (must be completed prior to beginning requirement 4)**

<b>I.</b>	<b>Complete 2 Project Related Badges:</b> 1. _____ 2. _____	<b>Date Completed:</b> _____ _____	<b>Leader/Consultant Signature:</b> _____ _____
<b>II.</b>	<b>Complete 1 Girl Scout Sign:</b> 1. _____	<b>Date Completed:</b> _____	<b>Leader/Consultant Signature:</b> _____
<b>III.</b>	<b>Earn 1 of the follow Leadership (check one):</b> <input type="checkbox"/> Junior Aide Patch <input type="checkbox"/> Junior Girl Scout Leadership Award <input type="checkbox"/> 2 Badges 1. _____ 2. _____	<b>Date Completed:</b> _____ _____ _____	<b>Leader/Consultant Signature:</b> _____ _____ _____

<b>Office Use Only:</b>	
Received by: _____	Date: _____
Comments: _____	

**Part C: Girl Scout Bronze Award Project**

Title of Project: \_\_\_\_\_

Date Completed: \_\_\_\_\_

9. Describe your project and your reasons for selecting this project.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. List the skills, talents, and abilities you put into action.

\_\_\_\_\_  
\_\_\_\_\_

11. How did your project benefit others? The community?

\_\_\_\_\_  
\_\_\_\_\_

12. What obstacles, if any, did you face and how did you overcome them?

\_\_\_\_\_  
\_\_\_\_\_

13. What would you do differently? Would you change anything?

\_\_\_\_\_  
\_\_\_\_\_

14. What was the most successful part of your project? Why?

\_\_\_\_\_  
\_\_\_\_\_

15. List those people who worked with you on your project and how they assisted you.

\_\_\_\_\_  
\_\_\_\_\_

16. Report of Hours Spent:

Hours of planning \_\_\_\_\_

Advisor's initials: \_\_\_\_\_

Hours of implementation: \_\_\_\_\_

Advisor's initials: \_\_\_\_\_

Your Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Adult Advisor's Name (printed): \_\_\_\_\_

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

Adult Advisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **Journey to Bronze Leader Section**

## SECTION I. TIPS

### Understand the Requirements

- Read the Junior Girl Scout Handbook.
- Study Section II in this guide
- Call the Younger Girl Program Manager at the GS Council, 509-747-8091, ext. 216 if you have any questions

### Encourage, but don't require

- It is the girl's choice
- Invite a Junior Girl Scout who has earned the award to talk with the troop

### If the girls are uncertain, set them up for later success

- Encourage activities that meet the requirements
- After a year, the girls might see the goal more achievable

*(The rest of this handout assumes your girls have decided to work towards their Bronze.)*

### **Girls at this age usually need help**

1. **Getting organized.** Encourage them to have 3 ring binders in which they can keep their documentation.
2. **Documenting their hours.** This is critical, especially with the Leadership Award and the Bronze Award Project.
3. **Planning a project.** A project the size of a Bronze Award Project is large for girls of this age. You will need to help them through the planning process. Encourage them to keep good notes and good documentation.
4. **Budgeting for a project.** Review the budget for the project and help the girl itemize everything and understand how she will pay for these items.
5. **Calling adults and soliciting help.** A dry run can help. Be with them during the first few calls and reaffirm that it wasn't so difficult!
6. **Following-up.** They will probably learn that adults don't return phone calls or will forget what they've promised to do.

### Forms

There are **three Council forms: Final Report, Activity Log, Expense/Budget Report**

- ✓ These must be sent to the Program Center for our girl records.

### Optional form is: **The Project Plan Form**

It is strongly encouraged that girls complete this form and submit it to their advisor or leader. Too often the final report comes in and the project has some severe flaws. By reviewing the project in advance it helps the girl through the planning process and may keep her from having severe disappointments later on

### **Selecting a project is often a difficult process. The leader can help by:**

Exposing the troop to several different service opportunities.

- ◆ Take advantage of the service requirement of the badges by selecting ones that take the girls out to the community.

Helping the girl recognize her skills, abilities, and talents.

- ◆ Sometimes other girls in the troop can help. Try an activity where each girl in the troop writes down what she sees as a special ability of every other girl. Share these.

Helping the girl determine her interests and concerns.

- ◆ Ask leading questions such as "if you could be queen of the world for a day, what problem would you solve?"

Guiding the girl in selecting a project appropriate for her abilities.

- ◆ The project should challenge her abilities and skills
- ◆ The project should not be unachievable.

### **Selecting an advisor can also be difficult.**

- Help her find an expert in the field in which her project is most focused
- If the Advisor is unfamiliar with Girl Scouts, you will need to stay involved to insure the policies of Girl Scouts are being met.
- Leaders can be an advisor, although time may be a problem.
- Parents are not typically the best advisors. They love their daughter too much to be objective. Their advice may not be accepted easily or the girl might be too accepting of the advice and do it without question. Sometimes parents are just too hard on their own children.

(**Note:** This is a particularly difficult dilemma for leaders. Even though you may be the most logical person to be the advisor, try to find someone else, a co-leader, leader of another troop.)

### **Group projects**

Group projects are allowed for the Bronze Award. It is usually difficult to find a project that more than 2-3 girls can do together. However, when looking at a group project, please keep in mind the following before you commit to the project:

- Does each girl have a specific set of responsibilities?
- Is each girl able to spend a minimum of 15 hours actively working on the project, with at least 7-8 hours in the implementation of the project.
- Does each girl have the skills and maturity level to be able to work together?
- Each girl will complete her own Girl Scout Bronze Award Report Forms.

### **Girls are encouraged to have others help them with their project**

- Utilizes leadership skills
- Girls and adults (as well as others outside of Girl Scouting) can be recruited
- Ensure that the girl is maintaining responsibility for the project
- Ensure adult assistants understand the girl is responsible for the project.

### **Advise, but don't lead**

During the project phase, always remember that this is the girl's project. She is to plan it and execute it. You are there to ask questions, insure safety, and provide encouragement. Tell her plainly (and listen to this yourself), "I will be there to advise you every step of the way, but I will not do it for you."

### **Communicate, communicate, communicate**

- Stay in touch with the girls as they work on their projects. Anyone can get stalled and need a "jumpstart".
- Verify the girls understand the requirements.

### **Encourage, encourage, encourage**

- The project will most likely not go exactly as planned, but that does not mean failure.
- The process itself is a learning experience. The girls will realize that they can set a lofty goal, break it down into manageable pieces, and then progress through until they've achieved the goal.
- Help the girl understand it was a success, many people were helped, and she has gained valuable skills.
- If the girl does not finish the award, don't make her feel any less a Girl Scout.

### **Awards Ceremony**

- Bronze Award pins may be purchased for girls who have submitted the Council Report Forms to the Program Coordinator in the council shop. Pins can only be purchased after the project is completed and the paperwork has been turned in.
- Help the girl(s) plan their ceremony. Help to make it special.
- Invite younger girls to the ceremony to give them inspiration.
- Encourage the girls to attend the Bronze Award Ceremony in which they will be publicly recognized.

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## SECTION II. CLARIFICATION OF LEADERSHIP AND SERVICE ACTIVITY

In response to several questions, it is hoped the following information will help clarify this aspect of the Junior Girl Scout program. The source of this information is found in GSUSA books, GSUSA supplemental materials to councils and the Program Department of GSUSA.

### Service and Leadership Clarification

<i>Service</i>	<i>Leadership</i>
<ul style="list-style-type: none"><li>• Service is helping or assisting others.</li><li>• Girl Scouts give service without expectation of payment or reward.</li><li>• Service can be done individually or in groups.</li></ul>	<ul style="list-style-type: none"><li>• Leadership is any attempt to influence the behavior of an individual or group. The role could be that of a facilitator, organizer, initiator, evaluator, etc.</li><li>• Planning time can be included in leadership hours as long as the hours are physically documented in a time log.</li></ul>

### Other Considerations

A question to consider when determining whether an activity is service or leadership is:

*Did you assist with activities that someone else planned (service), or did you do the planning yourself (leadership)?*

- The girl decides how her work is applied toward her recognitions. The girl will want to do some planning ahead of time to determine how this will be accomplished. How the girl interprets her role determines whether the activity is service or leadership.
- The girl may split hours for service and leadership while working at an event. However, she cannot have the same hour(s) count for both leadership and service, i.e., no duplication.

### Examples of Service and Leadership

#### Example 1:

Teach younger girls crafts at a weekend camp event.

#### Example 2:

Read to elderly people at a retirement home.

## SECTION III. OPTIONAL FORMS

The following are sample forms the girls may choose to use to keep track of their activities for the completion of the Bronze Award Pre-requisites.

It is your option if you would prefer to have the girls devise their own system, use this one, or use one of your own. Feel free to modify and to copy these.



**Junior Girl Scout Leadership Pin**

**Date Completed:** \_\_\_\_\_

**Date Pin Received:** \_\_\_\_\_

Junior Handbook, page 200

<b>Section</b>	<b>What I Did</b>	<b>Date Completed</b>	<b>Initials of Adult Advisor</b>
Link to Leadership			
Succeed to Service			
Position Yourself			
Mentor Others (Teach)			

**Wrap-Up**

1. What did you learn about yourself? \_\_\_\_\_  
\_\_\_\_\_

2. How did your work affect others? \_\_\_\_\_  
\_\_\_\_\_

3. How did you apply your talents? \_\_\_\_\_  
\_\_\_\_\_

4. How do your accomplishments relate to the ideals of Girl Scouting? \_\_\_\_\_  
\_\_\_\_\_

5. How would you improve what you did? \_\_\_\_\_  
\_\_\_\_\_

6. How will the things you learned help you in the future? \_\_\_\_\_  
\_\_\_\_\_

# Junior Aide Patch

Junior Handbook, page 198

Date Completed: \_\_\_\_\_

Date Patch Received: \_\_\_\_\_

Activity	What I Did	Date Completed	Initials of Adult Advisor
Requirement 1			
Requirement 2			
Requirement 3			

## Wrap-Up

1. What did you learn about yourself? \_\_\_\_\_

\_\_\_\_\_

2. How did your work affect others? \_\_\_\_\_

\_\_\_\_\_

3. How did you apply your talents? \_\_\_\_\_

\_\_\_\_\_

4. How do your accomplishments relate to the ideals of Girl Scouting? \_\_\_\_\_

\_\_\_\_\_

5. How would you improve what you did? \_\_\_\_\_

\_\_\_\_\_

6. How will the things you learned help you in the future? \_\_\_\_\_

\_\_\_\_\_

Sign

Date Completed: \_\_\_\_\_

Date Received: \_\_\_\_\_

Activity Number	What I Did	Date Completed	Initials of Adult Advisor
Requirement 1			
Requirement 2			
Requirement 3			
Requirement 4			
Requirement 5			

### Wrap-Up

1. What did you learn about yourself? \_\_\_\_\_

\_\_\_\_\_

2. How did your work affect others? \_\_\_\_\_

\_\_\_\_\_

3. How did you apply your talents? \_\_\_\_\_

\_\_\_\_\_

4. How do your accomplishments relate to the ideals of Girl Scouting? \_\_\_\_\_

\_\_\_\_\_

5. How would you improve what you did? \_\_\_\_\_

\_\_\_\_\_

6. How will the things you learned help you in the future? \_\_\_\_\_

\_\_\_\_\_

## NOTES