

Girl Scout Bronze Award TOOLKIT

When Girl Scout Juniors team up to make a difference in their community, they learn important leadership skills, discover new passions, and watch how seemingly small actions make a big difference. It all adds up to the Girl Scout Bronze Award—the highest honor a Junior can achieve.

As you and your Girl Scout troop or team plan and complete your Bronze Award Take Action Project, you will develop more confidence, meet new people, and have the kind of fun that happens when you work with other Girl Scouts to make a difference in the world.

The Girl Scout Bronze Award Take Action Project defines an issue in the community, and takes a look at the root of the problem in order to find long-term solutions.

Take the [Take Action Quiz](#) to find out how much you really know about Take Action projects, and start thinking of ways you can make the world a better place.

Highly Recommended: Bronze Award Training for Leaders and Adults

Bronze is girl led, but leader guided and approved. Learn the process to earning the Bronze Award including the difference between community service and Take Action projects. This online training can be found at gsnc.org on the Bronze Award page, in the Resource section. It's watch when you can, no registration required!

Girl Scout Bronze Award Pre-Requisites

- You may begin working on the prerequisites as soon as you bridge to or register as a Girl Scout Junior.
- Be a registered Girl Scout Junior (4th or 5th grade)
- Complete one Junior Journey—this means completing all 3 awards within the journey, concluding with a Journey Take Action project. There is no set amount of hours for this project, but each girl will need a leadership role, to practice those skills.

JOURNEY CHOICES

- It's Your World—Change It! (Agent of Change)
- It's Your Planet—Love It! (Get Moving)
- It's Your Story—Tell It! (aMUSE)
- Engineering: Think Like an Engineer
- Computer Science: Think Like a Programmer
- Outdoor STEM: Think Like a Citizen Scientist
- Outdoor



Girl Scout **Bronze Award TOOL KIT**

When the Pre-Requisites are completed, what do you do next?

Please use the **Girl Scout Bronze Award Guidelines for Girl Scout Juniors** to ensure all key components of a Bronze Award Take Action Project are met. Each girl needs to work in the Guideline booklet to help come up with the project idea and plan.

Girl Scout Bronze Award Steps

1. Build your Girl Scout Junior team

- Bronze is worked on as a troop/team
- Each girl needs to be responsible for one specific piece of the project, so she can gain leadership skills
- Juliette Girl Scouts (independent) need to build a team to work with her

2. 20-hour project

- Each girl needs to log 20 hours, some hours will be a group effort, but each girl needs a leadership component of the project to own and run

3. Explore your community

- What communities do you belong to? How can you improve something in your community to make the world a better place?
- Or stay within your Girl Scout community
- Become detectives and discover what issues/problems are in your community that you can tackle

4. Choose your Girl Scout Bronze Award Take Action Project

- Define your issue
- Ask “why” this issue is happening? This question makes you look at the root causes of your issue
- Sometimes there are many root causes, pick one to develop into your Take Action project
- Research topic and see what other solutions are out there to help jump start your thinking

5. Make a plan

- What is your solution?
- Who is your audience?
- Who can you partner with in the community to help with the project?
- Where will it take place?
- When? (create a timeline)

Sustainable - At the Junior level, to achieve the sustainability component, the girls should understand what sustainable means and what would need to happen to make the project continue. As they advance to Silver & Gold they actually plan for their projects to carry on-Girl Scout progression!

6. Put your plan in motion

- Create a list of tasks and deadlines
- Figure out who will be doing what to gain leadership skills
- Each girl keeps a detailed “Hour Log”



7. Spread the word

- Make sure you thank everyone who has helped with the project
- Put your story together so you can share it
- How to spread the word is detailed in the Guideline Booklet

Completion Process:

Bronze Award Projects are not council approved. They are leader approved!

It is important for leaders to understand what a Take Action project is, in order to approve Bronze Award projects. They are NOT community service projects (example: collections and donations) or an accumulation of volunteer hours. If a troop leader has questions about whether a project is appropriate or should be approved, she/he may contact the Highest Awards council contact with Bronze Award in the subject.

Troop leaders use the Girl Scout Bronze Award Approval Checklist for Leaders to help them approve Troop/girl's project. If the girl is a Juliette, guardians approve the project.

Each girl must complete the GSKWR Bronze Award Final Report. Leaders can assist the girls with the report form. This is a time to reflect on the project as a troop/team.

Please note: If final report is NOT submitted, the Bronze Award will NOT go on the girl's Girl Scout record.

Deadlines:

The Bronze Award must be completed by the September 30th after the girls graduate from 5th grade. Final reports must be submitted by April 15th to attend the GSKWR Award Ceremony - this is an annual deadline. Reports received after this date will be recognized at the ceremony the following year.

Bronze Award Documents and Links Adults:

- [Girl Scout Bronze Award Adult Volunteer Guide](#)
- [Girl Scout Bronze Award Approval Checklist for Leaders](#)
- [Bronze Award Final Report](#)

Girls:

- [Girl Scout Bronze Award Guidelines for Girl Scout Juniors](#)
- [Bronze Award Hours Log](#)

Other Information:

- [FAQ Funding your Bronze Award](#)
- [Difference Between a Take Action Project and a Community Service Project](#)
- [What Not to Do for the Bronze Award](#)



Bronze Award Approval Checklist for Leaders

(does not need to be submitted, for leader use only)

Troop #: _____

Or Juliette's name: _____

Completed the following:

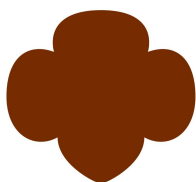
Yes No

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Completed one Journey- including earning all three awards or Take Action badge |
| | <input type="checkbox"/> | Agent of Change <input type="checkbox"/> Get Moving <input type="checkbox"/> aMuse |
| | <input type="checkbox"/> | Engineering: Think Like an Engineer |
| | <input type="checkbox"/> | Computer Science: Think Like a Programmer |
| | <input type="checkbox"/> | Outdoor STEM: Think Like a Citizen Scientist <input type="checkbox"/> Outdoor |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed the Girl Scout Bronze Award Guidelines for Girl Scout Juniors |
| <input type="checkbox"/> | <input type="checkbox"/> | Built Team-including community partners you worked with |
| <input type="checkbox"/> | <input type="checkbox"/> | Hour Log meets the 20-hour minimum per girl |
| <input type="checkbox"/> | <input type="checkbox"/> | Bronze Award Take Action Project: Issue is defined |
| <input type="checkbox"/> | <input type="checkbox"/> | Project is Take Action-Not a collection/donation only project |
| <input type="checkbox"/> | <input type="checkbox"/> | Audience: ____ within GS ____ within community ____ combination of both |
| <input type="checkbox"/> | <input type="checkbox"/> | Did the project meet its goal? |
| <input type="checkbox"/> | <input type="checkbox"/> | Did the project make an impact on the community? |
| <input type="checkbox"/> | <input type="checkbox"/> | Did the Troop discuss how to make this project sustainable: last beyond the girls' involvement? |
| <input type="checkbox"/> | <input type="checkbox"/> | Bronze Award Project accomplishment is shared with the community |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed project before September 30 after 5th grade graduation |

Leader:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Project approved date: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | Saved or made a copy of Final Report form for records |

Date leader submitted the online Bronze Award Final Report: _____



FAQ for Funding a Bronze Award Project

Q. Does a Bronze Award Project need to cost a lot of money?

A. Most award projects don't cost a lot of money and sometimes nothing at all. Part of expanding girls' leadership skills is finding creative ways to get supplies donated.

Q. If money is needed how should we begin?

A. The first way to fund Bronze Award Projects is to use troop funds to cover expenses. Girls can vote to use troop funds to cover the cost of award projects.

Easy ways to build troop funds:

- Fall Product Program
- Cookie Program

Q. After you have taken part in the most recent council product sales and you still don't have enough funds what do you do?

A. You can move on to money-earning activities with council's approval. The money-earning activities are planned and carried out by girls and supported by adults to earn money for the troop treasury.

Examples:

- Gift-wrapping for the holidays
- Babysitting at Town meetings, school meetings, or other public places
- Spaghetti Supper
- Car wash
- Garage sale
- Raking leaves, shoveling walks, weeding gardens
- Birthday party service
- Craft sale
- Collect & redeem recyclable materials

Be creative! There are many more ways in which you can earn money!

Troops must participate in the most recent Council-sponsored Fall **AND** Cookie product sales programs before any other additional troop money earning projects can be approved.

Q. Do you need to apply for a troop money-earning activity with council?

A. Yes, Troop Money Earning Application

Q. Can you run money-earning activities (ex. yard sale) during council product sales?

A. No, there are blackout dates where no money-earning activities can take place:

- Fall Product Program, which is usually October through November.
- Cookie Program, which is usually January through March.

Check the GSKWR website for the specific dates of these programs each year.

FAQ for Funding a Bronze Award Project *continued*

Q. Can you set up a Crowd Sourcing funding website?

A. No, at this time GSKWR has not approved this type of funding. Ex: Go Fund Me page

Q. Does money-earning income ever become the property of an individual member, girl or adult?

A. No, it is used for awards projects only.

Q. Do the money-earning hours count toward the award's project hours?

A. No, for example the hours spent organizing and running a car wash does not count toward Bronze Award project hours. Those hours are not specific to the project.

Q. Can a girl “ask” for donations (cash or checks) for her Bronze Award Project?

A. No, she can present her project, dressed in uniform, but the adult with her must do the “ask.”
Example: Seeking donation from the local Kiwanis.

Q. Does the time spent presenting her project to get donations count as project hours?

A. Yes, those hours are specific to the project.

Q. What if a company or organization needs the request in writing on GSKWR letterhead?

A. Girls must write the first part of the letter explaining the project. The adult needs to write the last paragraph “asking” for the donation. Send the letter to the Highest Award Council contact to format the letter on GSKWR letterhead. Please submit requests 2 weeks in advance.

Q. Can we charge an event fee for our Bronze Award Project?

A. Yes, but only to cover materials, never to make money.

Q. Can a girl or her family make personal contributions for their Bronze Award Project?

A. Yes, but it should not be a hardship for the family. Girls should be encouraged to work on a budget for their project and come up with ways to fund it first.

Q. Can girls/troop apply for a grant?

A. Contact the GSKWR Grants Director for approval prior to applying

Q. Are there inappropriate money-earning activities that we should avoid?

A. Yes:

- Games of chance, raffles
- Home demonstration parties: Avon, Mary Kay, Pampered Chef, etc.
- Receiving a percentage of sales (where a portion of the sales goes back to the troop) from a business during a specific time frame where those sales generate a profit for a specific company: Applebee's, Macy's, McDonald's, etc., is not allowed.
- Fundraisers for other organizations



Take Action Projects

What is Take Action?

Girls will create and carry out a Take Action project with every Journey they complete. Girl Scout Bronze, Silver, and Gold Awards all require Take Action projects.

Overview of Take Action

Take Action projects are different from community service projects. Take Action elevates projects. A Take Action project is a chance for girls to partner with others in their community to solve a problem. They learn about getting to the root causes of issues, mobilizing and engaging community members and volunteers, and striving toward creating lasting change in their world. An important component is to understand and address the cause of a problem.

Community Service-comes from the heart

- Service is a passive role where you help out on something that is already in place
- Major decisions have been made and you are following some else's directions
- Collecting and donating items—a onetime fix of a problem
- Beautification/renovation without an educational or awareness raising component

Take Action project-comes from the heart, but uses the head to develop long lasting impact

- Leadership puts girls in an active role of decision making
- Girls create a Take Action project based on their observations of a local issue
- Tackle the root cause of this issue to make a long lasting impact, so project is sustainable
- Girls develop their leadership skills by exploring their community, brainstorming, planning, organizing, and putting their plan in motion

What is the difference between Journey Take Action Projects and higher awards Take Action Projects?

The only difference is the Journey Take Action Project is issue specific, the project must relate to the Journey and what the girls have learned. It can be completed as a Troop, but each girl needs a leadership role.

The Awards Take Action Project issue is of the girls' choosing. The girls will need to identify an issue in their community that they want to improve or resolve. Tackling the root cause of their issue will help make a bigger impact on their community and sustain the project.

Service Project	Take Action Project
Make first aid kits.	Promote healthy living through a community health fair.
Holds a food drive.	Start a community garden that can provide fresh fruits and vegetables to the homeless.
Start a recycling project.	Create a workshop to teach others about water conservation and have every one make a rain garden or barrel.
Donate items to a local shelter.	Organize a volunteer recruitment & supply drive for a local animal shelter at your school, community center, or church.
Donate books to a local school.	Organize a tutoring session at a local elementary school with senior citizens to help students learn to read.

The Journey Take Action Project should be looked at as a practice run for the Awards Take Action Project. The girls will gain Leadership skills in developing this Journey Project. She will build upon these acquired skills to complete a quality Bronze, Silver or Gold Award Take Action Project.



What **NOT** To Do for the Girl Scout Bronze Award

- **Find a project online that someone else did and copy it**
You should be finding a problem in your neighborhood that needs improvements and develop your own project to fix it.
- **Put a few small projects together to make up the hours**
The Bronze Award is one complete project not a set of smaller projects combined.
- **Set up a project without a team, just working by yourself or just you and your parents**
Bronze Award projects are team projects. If you do not have a troop team available to you, develop a team with friends your own age in your neighborhood. They would have the option to join Girl Scouting and earn the award themselves.
- **Put together a project that is a fundraiser to donate money to an organization**
This is not allowed for the Girl Scout Bronze Award.
- **Plan a project that is less than 20 hours per girl minimum**
Bronze Award projects are targeted at 20 hours per girl and you must plan for that amount. The 20 hours include all that you do in the Girl Scout Bronze Award Guidelines to come up with your project idea.
- **Set up a project where you show no leadership**
Each girl needs to be responsible for one specific piece of the project to gain leadership skills.
- **Plan a project that is just collecting and donating items to an organization**
Collecting and donating is a great SERVICE project but it is not to be used for the Bronze Award Take Action Project.

The Bronze Award is earned by completing a Take Action Project, where you discover an issue or need in your community that you work on to improve.



Girl Scout's Name: _____

You can use this time log to keep track of the time you spend working on your take action project. The minimum is 20 hours for each girl. There can be some overlap meeting time for brainstorming and planning, but each girl needs to record her unique leadership role.

[illegible]

[illegible][illegible][illegible]