

Girl Scout Bronze Award Checklist

Check items off your list once you have completed them. When you've checked off all the items from each section and received approval from your troop leader or council, you're ready for the next section!

Prerequisite

- I am a registered Girl Scout Junior (Grades 4 or 5)
- I have finished a Junior Journey, including the Journey's Take Action™ project.
- I know that I need to finish my project and submit paperwork by Sept 30th after 5th grade is completed.
- I know the Silver Award **Take Action** project's required elements are 1. **Practicing leadership**; 2. Addressing a **root cause** of a community issue I care about; and 3. Creating a plan to make my project **sustainable**.
- I have completed Bronze Award training from my council.
- I am excited to get started!

Project Proposal

- I developed a title for my project.
- I provided information about myself and my troop and additional adult resources. I provided the name of the completed Junior Journey and completion date.
- I answered the Journey reflection questions to remember the lessons learned from the Journey's Take Action project.
- I decided my project's expected start date and expected completion date.
- I researched an issue I am passionate about and identified at least one root cause that is based on a need in my community.
- I have identified my target audience (who is going to benefit).
- I have identified and engaged experts and others in my community who might be able to help with my project or have knowledge of how my project issue affects my community.
- I have described my plan to address my issue's root cause and make my project sustainable by using one of these three methods:
 - Create a permanent solution that can be used after the project is complete.
 - Educate and inspire others in the community or within Girl Scouts to be part of the change.
 - Advocate to change a rule, regulation, or law and encourage others to join.
- I have worked with my team (if applicable) to identify all team members' leadership roles, which are all different and will each take approximately 20 hours of work.
- I have reviewed my plan and confirm my project is Take Action and not Community Service.
- I have listed potential supplies needed and estimated costs.
- I am aware of my local council's requirements for any of my project's donations, money-earning activities, or the use of troop funds. I am aware that each individual team member should spend approximately 20 hours on the project and maintain a Time Log.
- Optional: I've identified how I would try to make my project measurable by making a goal to measure the project's success.*
- Optional: I've identified how I would try to make a national and/or global link.*
- I have worked with my team (if applicable) to complete all fields on this form, including all questions, lines, and signatures.
- I have worked with my team (if applicable) to develop and submit one Project Proposal.

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Final Report

- I have updated my Project Proposal responses, sharing my project results—including what I did, how my project went, and what my team (if applicable) and I accomplished (Section 1).
- I have submitted a Budget Worksheet,* which has a record of the funds raised (donations, money earned, and troop funds) and spent, including how they were spent. I've also provided any additional council-required documentation related to money-earning activities (Section 1).
- I have identified how I let others know about my project and the impact it had (Section 2).
- I have provided copies of photos, videos, flyers, or other evidence that documents what was accomplished (Section 2).
- I have submitted a Time Log* of my hours. Each Junior should spend approximately 20 hours working towards the Bronze Award (Section 3).
- I have included my reflection on this experience and how it has prepared me to pursue the Gold Award (Section 3).
- I have worked with my team (if applicable) to complete all fields on this form, including all questions, lines, and signatures.
- I have worked with my team (if applicable) to submit one Final Report, which includes individual sections that each team member completed on their own.
- I have submitted the Final Report no later than September 30 after finishing 8th grade.

*Other formats are acceptable for Time Log and Budget Worksheet

