

CHECKLIST OF ITEMS TO CONSIDER PRIOR TO SUBMITTING YOUR GIRL SCOUT GOLD AWARD PROJECT FINAL REPORT

- I am a registered Girl Scout Senior or Ambassador.
- My Girl Scout Gold Award Final Report Form:
 - The first document in the binder
 - Typed or neatly written
 - Legible and organized
 - I answered all the questions A-J and Impact Chart, both submitted in a separate word document
 - Signed by myself and my troop leader
- My Time Log has detailed and unique descriptions on each line, and reflects a minimum of 80 hours of project activities.
 - Hours are tallied at the end
 - All required signatures are present
- Supporting Materials: Did I Include the following items to help support my final report and help bring the project to life for the committee? Suggestions:
 - Photos of project work
 - Support letters from the agencies/organizations who benefited from her project
 - Schedule or agenda (if applicable)
 - Handouts
 - Publicity materials (i.e. flyers, letters, newspaper articles, screen shots, etc.)
 - If applicable; copy of curriculum, lesson plans, research, links/screen shots, links to social media postings, thumb drive
- Did I abide by the money-earning policies and procedures of the council?
 - No money-fundraising allowed; in-kind donations only. See other options listed in our money earning policies handout.
- Did I present all of the above materials in a folder or binder and prepare a time to mail it or drop it off at the Council Office?

Girl Scouts of Greater New York
Attn: Marlinda Cesar
40 Wall Street, Suite 708
New York, NY 10005

The deadline to submit final reports at the end of your project is September 30th of the year you graduate high school.