

# The Bronze Award



\_\_\_\_\_, Troop \_\_\_\_\_

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

## **Introduction**

- Brief description of your project
- Why you chose it
- List of Badges and Awards done to meet prerequisites

These MUST be done before work begins on your Bronze Award Project:

Earn two badges related to the Bronze Award project.

1. \_\_\_\_\_

2. \_\_\_\_\_

Complete one of the Girl Scout Signs found in the *Junior Girl Scout Handbook*.

Sign \_\_\_\_\_

Earn the Junior Aide Award, the Junior Girl Scout Leadership Award, or two of these badges: Girl Scouting in the USA, Girl Scouting Around the World, Girl Scouting in My Future, Lead On.

1. \_\_\_\_\_

2. \_\_\_\_\_

## **What Needs to be Done**

- List of things to do
- Who or what help will you need to coordinate?
- What items will you need to complete the project?
- Who is responsible for what, if working in a group?

## **Timeline**

--Calendar to help you meet your  
"deadlines"

## **Action Items**

- To-do list to keep you on track!
- Include who is to do what
- Include deadlines

## **Phone Log/Correspondence**

--List of Contacts

--Copy of all correspondence you send

--Correspondence you receive

--Phone Log: notes of phone calls.

Include date, time, who, what. Any action items to add? Anything to add to To-do list?

-- Thank You checklist. Keep a list of who donated what (time, money, items) and be sure to send a thank you note.

Contact info:

Name  
[Business]  
Street Address  
City, State Zip  
Phone number  
E-mail

Brief note to remind you who they are, for example: Baker, will do donuts for event.

Phone Log entry

3/23 3:00 talked to Tess. She will babysit at 6:00 on 3/25. Don't forget to make list of bedtimes, desserts, etc...!

3/25 4:00pm called Sheryl at Montabon's House of Flag. Talked about Lillian coming over to play. Won't work today. Call back tomorrow to check on availability.



Date (month day, year)

1

2

Contact Name

[Business Name]

Street Address

City, State Zip Code

1

2

3

Dear Mr. Greeting,

1

**Body of the letter.**

Introduce yourself (and anyone working on the project with you; don't forget to say that you are Girl Scouts! Use only your first name). Tell them about the Bronze award. Tell them briefly about your project.

1

What would you like them to do or donate? Be as specific as possible in your request, for example: 10 packages of paper plates, 3 boxes envelopes, 1 pony. Be sure to tell them when you need the help or donations.

1

Wrap it up. Thank them in advance for their help. Tell them who they may contact for more information (your Leader's name).

1

2

Sincerely (or another appropriate closing),

1

2 *(this is where you will SIGN your name)*

3

Your name (again, only your first name)

Troop #

1

2

Leader's name, Troop # Leader

Street Address

City, State Zip Code

1

phone number

## **The Project**

- Photos (before, during, after)
- Final thoughts?
- Thank You's you may receive
- Certificates you may receive