



# Liên Đoàn Chi Lăng Silver Project Checklist



Steps	Guidelines	Manual	Date
1. Complete Cadette Journey (e.g. Breath, Amaze)	Review page 2	Review 2-3	
2. Acquire a hard copy of Girl Scout Silver Award Guidelines & Resource Manual (Rev 3/12) from GSUSA Website	Review page 1	Review page 1-2	
3. Create 3-Ring Silver Award Take Action Project Binder	NA	Review page 9	
4. Attend Silver Award Take Action Training (Page 3)	NA	Review page 3	
5. Establish Silver Project Advisor and Silver Award Advisor. Designate parent(s) to attend GSUAS-OC Silver Award Advisor training	NA	Review page 3	
6. Identify issues you care about. Share your issue(s) with team.	Complete page 3	NA	
7. Build your Girl Scout Silver Award team or decide to go solo	Read step 4: page 3-4	NA	
8. Brainstorm for possible projects	Team discussion	Review page 8-10	
9. Explore you community	Complete step 4: page 4-7	8	
10. Pick your Take Action project. Your project must meet an expressed community need outside of Girl Scout	Review step 5: page 7-8	Review page 11-12	
11. Develop your project	Step 6: read page 8-11	Review page 13	
12. Project Budget (Page 13)	NA	Review 4-5, 13	
13. Make your presentation to community leader of your project (describe of what, why, when, who and how of your project) and seek for approval. Do not make commitment to the community at this time because project is pending on review board.	NA	NA	
14. Make a plan and prepare you proposal and used LDCL proposal form.	NA	Review page 15-22	
15. Submit your proposal to review board.	NA	Review page 7	
16. Upon approval, write letter and seek sponsors for project. Inform the community leader of your project status. Establish date(s) for construction.	NA	Review page 14	
17. Construction-recruit people with experience to supervise the project and team. Recruits volunteers for construction.	NA	Review page 8	
18. Write appreciation letter to sponsors and volunteers.	NA	NA	
19. Complete your final Project Report. Use LDCL form.		Review page 23-27	
20. Submit Final Project Report	NA	NA	
21. Reflection, ceremony and celebration. Parents to coordinate with Truong for Award ceremony.	NA	NA	