

GSNYPENN Silver Award Requirements:



- All team members are registered Cadettes in 6th, 7th, or 8th grade.
- All team members have completed a Cadette Journey, including the Journey Take Action project at the end before beginning the Silver Award. (*Journey completion hours do not count as Silver Award hours.*)
- The project is led by up to four Cadettes or one solo Cadette.
- Each team member works on the project at least 50 hours.
- Each Cadette and adult volunteer must complete the council-required Silver Award training on gsLearn before starting work on the award.

Troop/Group Leader Responsibilities:

1. Complete council-required Adult Volunteer Silver Award training on [gsLearn](#).
2. Download the [Adult Guide to Earning the Silver Award](#) and the [Cadette Workbook for Earning your Silver Award](#) from our [Silver Award webpage](#).
3. Join the [Highest Awards Support Group](#) on Facebook for encouragement, Q & A, and general support from other volunteers and program staff!
4. Ensure all Cadettes complete the council-required Cadette Silver Award training on gsLearn. (Complete as a group with your gsLearn account, or individual Girl Scouts aged 13+ can [request youth gsLearn access](#) from our [Silver Award webpage](#).)
5. Guide the team to complete all steps in order and develop a Take Action project using the Cadette Silver Award workbook. (Do not start with a project idea; start with an issue.)
6. Ensure all GSUSA and GSNYPENN policies and safety guidelines are followed. ([Policies](#) and [Safety Activity Checkpoints](#) on our website under “forms”.)
7. Ensure the Award project meets the requirements for a [Take Action project](#) and is not solely or primarily a community service project. [Contact the council](#) if you have questions or need help.
8. Prepare and assist Cadettes with the Silver Award proposal submission process. Read the proposal before they submit it for grammar and typos and to ensure all relevant information is included. (*Submission link provided when training acknowledgment is received.*)
9. Silver Award proposals must be submitted no later than May 30 of the 8th grade year.
10. If needed, submit a [Money Earning Activity](#) (MEA) request form for [project fundraising](#) activity approval. (All in-kind and monetary donations must be [preapproved](#).)

11. When managing the Highest Award project income and expenses through a troop account, maintain separate records for the annual finance report on a spreadsheet or other document. To ensure transparency and accuracy, avoid cash reimbursements and make payments directly from the account for project expenses.
12. Ensure Cadettes submit the final report to the council by 9/30, the year any team member enters ninth grade. *(The report link is provided with the project approval email.)*

If you or your Cadettes have any questions or need support, do not hesitate to contact the council awards program staff at info@gsnypenn.org or call 1 (800) 943-4414, option 2.