Girl Scouts of Central Texas (GSCTX) serves nearly 17,000 future leaders by delivering fun, high-quality, relevant, innovative, and meaningful Girl Scout Leadership Experiences to develop Girl Scouts who want to change the world.

The Role of Community Partners

GSCTX depends on its Community partners to offer a variety of events and program opportunities to our girls. Opportunities can range from one-time events to ongoing monthly programs, series, patch programs, day camps or even customized troops, and are tailored to best fit the mission of both organizations. This packet includes information to help ensure a successful experience for both the Community Partner and the girls.

Why Partner with GSCTX?

- Program promotion to nearly 17,000 girls and 13,000 adults.
- The chance to develop and facilitate programs or events that will empower young women to explore their interests through high-quality educational experiences.
- Directly and positively impact the lives of our future leaders.
- Partnership with an organization with over 100 years of expertise in building girls or courage, confidence, and character who make the world a better place.

Quick Start Checklist

☐ Read this packet and review the Safety Activity Checkpoints that apply to your proposed activity (page 12).
☐ Fill out and submit the Community Partnership Request Form included at the end of this packet.
☐ Schedule a meeting with a program team member by emailing programs@gsctx.org or calling Sherry Wolfe, Program Director, at (512) 490-2324.
    o During this meeting, we will go over the partnership opportunities and develop a plan of action.
    o Your Program Partnership Agreement will be finalized at this meeting.
☐ If needed, provide a Certificate of Insurance with at least $1,000,000 in general liability coverage.

Girl Scout Mission
Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

Girl Scout Promise
On my honor, I will try
To serve God and my country, To help people at all times, And to live by the Girl Scout Law.

Girl Scout Law
I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and to be a sister to every Girl Scout.
**Service Centers**

Kodosky Service Center  
12012 Park Thirty-Five Circle  
Austin, TX 78753

Bryan/College Station Service Center  
909 Southwest Parkway  
East College Station, TX 77840

Brownwood Service Center  
901 Avenue B  
Brownwood, TX 76801

Killeen Service Center  
2909 Lake Rd.  
Killeen, TX 76543

San Angelo Service Center  
304 West Ave A  
San Angelo, TX 76903

Stephenville (Mistletoe Hut)  
201 Mistletoe Dr.  
Stephenville, TX 76401

Temple Service Center  
2721 Exchange Place  
Temple, TX 76504

Waco Service Center  
3700 West Waco Dr.  
Waco, TX 76710
The Girl Scout Programs Build Leaders

Girl Scouts’ mission is to build girls of courage, confidence, and character, who make the world a better place. Since 1912, girls have explored new fields of knowledge, learned valuable skills, and developed strong core values through Girl Scouts. Today Girl Scouts is, as it always has been, the organization best positioned to help girls develop important leadership skills they need to become successful adults.

At Girl Scouts, guided by supportive adults and peers, girls develop their leadership potential through age-appropriate activities that enable them to *discover* their values, skills, and the world around them; *connect* with others in a multicultural environment; and *take action* to make a difference in their world. These activities are designed to be girl led, cooperative, and hands-on processes that create high-quality experiences conducive to learning.

**Focus of Girl Scout Activities**
These describe **WHAT GIRLS DO** as a result of their experience in Girl Scouts.

- **Discover**: Girls understand themselves and their values and use their knowledge and skills to explore the world.
- **Connect**: Girls care about, inspire and team with others locally and globally.
- **Take Action**: Girls act to make the world a better place.

**Girl Scout Processes**
These describe **HOW GIRLS PARTICIPATE** in Girl Scouts. It’s not just what girls do, but how they are engaged that creates a high-quality experience. When used together, these processes ensure quality and promote the fun and friendship so integral to Girl Scouting.
1. **Girl-Led** means that girls of every age take an active and age-appropriate role in figuring out the what, where, when, why, and how of what they do.

2. **Learning by Doing** is hands-on learning that engages girls in an ongoing cycle of action and reflection. When girls actively participate in meaningful activities and later reflect on them, they get a deeper understanding of concepts and mastery of skills.

3. **Cooperative Learning** is designed to promote sharing of knowledge, skills, and learning in an atmosphere of respect and cooperation as girls work together on goals that can only be accomplished with the help of others.

**Five Outcomes**  
When girls participate in Girl Scouts, they benefit in 5 important ways:

- **STRONG SENSE OF SELF**  
  Girls have confidence in themselves and their abilities, and form positive identities.

- **POSITIVE VALUES**  
  Girls act ethically, honestly, and responsibly, and show concern for others.

- **CHALLENGE SEEKING**  
  Girls take appropriate risks, try things even if they might fail, and learn from mistakes.

- **HEALTHY RELATIONSHIPS**  
  Girls develop and maintain healthy relationships by communicating their feelings directly and resolving conflicts constructively.

- **COMMUNITY PROBLEM SOLVING**  
  Girls desire to contribute to the world in purposeful and meaningful ways, learn how to identify problems in the community, and create “action plans” to solve them.

**Program Age Levels**

Girl Scouts are divided into developmentally appropriate groups:

- **Daisies:** Grades K-1  
- **Brownies:** Grades 2-3  
- **Juniors:** Grades 4-5  
- **Cadettes:** Grades 6-8  
- **Seniors:** Grades 9-10  
- **Ambassadors:** Grades 11-12

**GSCTX Program Focus Areas**

Today’s girls have a wide range of interests and passions. Based off their feedback we have identified 8 focus areas that target these interests.

- Career & College Readiness
- Creative Arts
- Environmental & Community Stewardship
- Financial Literacy & Entrepreneurship
- Girl Scout Highest Awards
- Health & Wellness
- Outdoor Adventures
- STEM & Digital Literacy
National Program Portfolio

Girls and troops are looking for programs that will enhance the Girl Scout Leadership Experience (GSLE). The framework for their experience is a **Girl Scout Journey**. At each age level, girls have three different Journey themes to choose from. The Program Team can work with you to see how your program can complement the GSLE. Each Journey includes a girl book and adult guide. Overviews of these Journeys can be found on pages 6-8.

**Awards and Badges** require the completion of specific steps while girls take an in depth look at a topic. In most cases, girls will not earn an entire award or badge in one day through a single day event. However, their program experience can contribute to their knowledge and skills as they work toward these recognitions. Official Awards and Badges are worn on the front of the Girl Scout uniform. Badges offered at each level are listed on pages 9-11.

Resources for Journeys, awards and badges are available for purchase in the GSCTX shops. If an event is aligned around an official Girl Scout award such as badges or journey awards, it is at the discretion of the agency whether or not to purchase the award from our council store to distribute to the girls. This cost can be built into the program fee if the organization chooses to distribute them at the event.

**Participation Patches** are considered unofficial and are worn on the back of a girl’s sash or vest. They may have requirements to earn them, but are most often provided as recognition of participation in an event or activity. Your organization may create your own fun patch to provide girls with the approval of GSCTX. These participation patches could include a logo from the organization or event name. Many stock patches are also available from GSCTX’s retail stores.

**Corporate Patch Programs** are developed directly with our Corporate Community Partners. The patch curriculum has specific requirements created by the Community Partner that teaches girls about the focus area of your organization and why it is important. The curriculum is then uploaded to our website where it is available for girls to download in their own time. Girls can also attend an event hosted by the Community Partner that will lead the girls through the patch program. How they earn the patch is up to you! Many of these patches are also featured in our Patch of the Month Program. Patch designs are envisioned by the Community Partner, and must feature the logos of the Partner and GSCTX. Patch designs require approval from GSCTX.
It's Your World—Change It!

This Journey series helps girls understand what it means to be a leader who makes a difference in the world through unique leadership and advocacy challenges.

Welcome to the Daisy Flower Garden

On this Journey, Daisies learn about the Girl Scout Promise and Law while exploring the world of gardening. They may plant a mini-garden, learn about composting, or find out how ladybugs help flowers. They could also take a field trip to a public garden or talk to a beekeeper about their work. The girls then plan a project to help others, such as planting vegetables in a community garden or flowers at a nearby hospital. Girls can earn three awards that recognize how they improved their community through their new gardening skills.

Brownie Quest

On this Journey, Brownies learn how to care for themselves, their families, and their Girl Scout sisters, and their community. They may do an activity with their families to chart everyone's special talents, play games at their troop meetings to learn how to work together, or do a fun "clue hunting" activity to learn the Girl Scout Law. They then choose a project to help others, such as visiting a nursery school to read to younger kids or teach them a game, creating a school kit about healthy eating, or making a presentation to their city council about fixing a broken sidewalk by their school. Girls can earn four awards that recognize what they've learned about themselves and how they teamed up to care for others.

Agent of Change

On this Journey, Juniors learn how they can change the world by exploring their own talents and learning about women who have made the world better. They might talk to an environmentalist who preserves animal habitats, take a field trip to a councilwoman's office, paint a mural about women in history, or create a comic or TV script about a "Supergirl" who takes action on an issue. They then team up to become agents of change in their own community, perhaps by putting on a skit at school about using less energy or creating a sustainable "meal in a bag" solution for the local food bank. Girls can earn three awards that recognize what they've learned about using their own talents to help others and how they've made the world a better place.

aMAZE: The Twists and Turns of Getting Along

On this Journey, Cadettes learn to develop good relationships, navigate cliques, and look past stereotypes. They may create artwork about friendship, invite an older girl to talk about how to be a good friend, or organize a friendship-themed movie screening and discussion. They then team up to develop a peace project, such as creating a friendship-skills workshop for younger girls, planning an annual intergenerational tea at a senior center, or organizing a "no gossip" day at school. Girls can earn three awards that recognize their new friendship skills and how they have passed them on to others.

GIRLtopia

On this Journey, Seniors develop their own vision of an ideal world for girls and learn skills to make it a reality. They may visit a museum exhibit about women in history, invite a woman to talk about how she helps girls through her volunteer work, or create a short film that shows an ideal world for girls. They then create their own project, such as making a public-service announcement to encourage girls to exercise and eat well or organizing a letter-writing campaign to support a girl-friendly, empowering TV show. Girls can earn one award that recognizes what they've done to create their own version of GIRLtopia in their communities.

Your Voice, Your World: The Power of Advocacy

On this Journey, Ambassadors learn the skills needed to influence change, such as identifying community problems, researching issues, creating presentations, speaking in public, and developing social media campaigns. They may invite a public-relations professional to give them public-speaking tips, attend a weekend retreat to brainstorm what changes they'd like to see in the world, or talk to a lobbyist to learn how to advocate for change through government. They then take action on an issue they care about. They might make the case for more bike paths by presenting to their city council, create a social media campaign to encourage the use of reusable bags, or lobby government officials for no-texting-while-driving laws. Girls can earn one award that recognizes what they've learned about using their voice to create change in the world.
It’s Your Planet—Love It!
This Journey series invites girls to make sense of the wealth of environmental information available so they can act for the betterment of Earth and its inhabitants.

**Between Earth and Sky**
On this Journey, Daisies learn about the natural world around them and how to keep the Earth healthy. They may visit nature reserves, parks, farms, and zoos; talk to an expert (such as a biologist or a scientist) about ways to protect the environment; make origami butterflies to celebrate nature; or put on skits to show how to be considerate of one another and our world. Then they team up to do a project about what they’ve learned. They might plant a tree in their neighborhood, create a garden for a local children’s hospital, or put on a play about protecting the Earth. Girls can earn three awards that recognize what they learned about nature and what they did to help the Earth.

**WOW! Wonders of Water**
On this Journey, Brownies learn how to protect the waters of our planet. They may conduct a water-quality experiment, go on a field trip to a lake or a reservoir, or invite a water expert (such as a meteorologist or a marine biologist) to speak to their group. Then they team up to do a project based on what they’ve learned. They might make posters to educate others about saving water, ask their principal to let them do a presentation at a school assembly about recycling water bottles, or create a garden with low-water plants. Girls can earn four awards that recognize what they learned about water and how they took action to save it.

**Get Moving!**
On this Journey, Juniors learn about various forms of energy and find out what it means to be energy efficient. They may take nature walks to observe animals using energy in their natural settings, interview an energy expert about waste, or conduct an energy audit in a community building to test its efficiency. Then they team up and take on an energy issue in their community. They might write a letter to their city council about lights left on at night in public buildings, launch a carpool campaign to help save gas, or create posters with energy-saving tips to put up in their school. Girls can earn three awards that recognize what they learned about energy and how they carried out a plan to save energy.

**Breathe**
On this Journey, Cadettes learn all about the air they breathe and how to improve its quality. They may take a trip to a wind farm to see how sustainable energy is harvested, invite an environmental scientist to talk about air-quality control, or perform fun experiments about air. Then they team up on an air-quality project they care about. They might create a no-idling zone in their school parking lot, plant an indoor garden at a community center, or develop an anti-smoking social media campaign. Girls can earn three awards that recognize what they learned about air and how they improved their communities’ quality of life.

**Sow What?**
On this Journey, Seniors learn about food—how and where it’s grown, processed, distributed, and consumed—and why it matters. They may take a trip to a fruit orchard or farm, talk to a grocery store manager about how she buys foods and keeps it fresh, or prepare a dinner for their families using only locally grown ingredients. Then they team up to address a food or land issue they care about. They may host a farmer’s market at their school, create a video to inspire others to eat locally, or present a plan to town officials to create a community vegetable garden. Girls can earn one award that recognizes how they created change for a healthier world.

**Justice**
On this Journey, Ambassadors learn to identify global environmental issues and create their own vision for change. They may interview an environmental scientist to find out how she uses data, debate environmental controversies, or find inspirational quotes, poems, or song lyrics that ignite their vision for justice. Then they team up to present and share their vision of environmental justice. They might offer solutions for improving food delivery systems, fighting hunger in developing nations, or rediscovering healthy traditions and foods that have been lost in communities. Girls can earn one award that recognizes what they learned about environmental justice and how they developed and presented a possible solution to a problem.
It’s Your Story—Tell It!

This Journey series gives girls the opportunity to tell their stories through a range of creative approaches. It’s designed to strengthen a girl’s sense of herself and boost her capacity to seek and meet challenges in the world.

5 Flowers, 4 Stories, 3 Cheers for Animals!

On this Journey, Daisies learn what animals need and how to care for them—and how that is similar to learning to take care of themselves. They may go on nature walks to observe animals and record their sounds; visit a farm, zoo, or shelter to see how animals are cared for; or create an animal sculpture using twigs, stones, and other found objects. They then team up to share what they’ve learned with other people, such as their families and friends. They might use puppets to tell stories about caring for animals or draw an animal mural. They can earn three awards that recognize what they learned about taking care of animals and how they shared that information with others.

A World of Girls

On this Journey, Brownies learn about girls around the world and how stories can give them ideas for helping others, whether in their own communities or in other countries. They may play games from different cultures, invite storytellers to talk about what they do, or draw self-portraits that reveal what is unique about them. Then they team up to tell their own stories in a creative way. They may sew a quilt, paint a mural, write a play, or create their own ad. Girls can earn four awards that recognize what they learned about the world and how they inspired others by telling their own stories.

aMUSE

On this Journey, Juniors become more confident by exploring the roles they play in their lives and trying on new ones. They may do a role-playing game, invite actors to talk about the characters they’ve played, or learn to spot stereotypes on TV, in movies, or in ads. Then they team up to inspire others to try on new roles. They might put on a performance that creatively urges an end to stereotyping, draw a graphic novel to share with younger girls, or start a “mix it up” day in the school cafeteria and have girls sit with new people. Girls can earn three awards that recognize how they developed the confidence to try on new roles and helped others do the same.

MEdia

On this Journey, Cadettes explore the media they love, including movies, TV shows, and music, and how to reshape negative media messages into more positive ones. They may invite a TV show producer to talk about what influences her work, organize a movie night and discuss the film’s messages, or write a rap song or TV script. Then they team up to do a project that encourages positive messages in media. They might rewrite a rap song that has hurtful lyrics about women, create a blog that reviews how movies and TV shows depict girls in a negative way, or start a Twitter campaign responding to stereotypes they see in all forms of media. Girls can earn three awards that recognize what they’ve learned about negative stereotypes and how they made their voices heard by reshaping and responding to media.

Mission: Sisterhood!

On this Journey, Seniors learn about the powerful benefits of sisterhood and the ways to nurture healthy friendships. They may invite a women’s shelter counselor to talk about her work, role-play friendship scenarios to explore trust in relationships, or create a collage about what sisterhood means to them. Then they team up to focus on a sisterhood issue they care about. They might organize a school film club that focuses on positive movies about women, help younger girls expand their friendship circles, or host a mixer where girls can meet, share stories, and make connections. Girls can earn one award that recognizes what they learned about the power of sisterhood in their own lives and how they helped nurture sisterhood in the world.

BLISS: Live It! Give It!

On this Journey, Ambassadors learn how to fulfill their own dreams—and how to help others realize their dreams as well. They may invite an athlete to talk about how she pursued a competitive goal, write songs and create artwork about following dreams, or find and share stories about women who successfully pursued their goals. Then they use what they learned to help someone else follow her dream. They might assist an aspiring artist who wants to exhibit her work, use their social media skills to help a woman promote her business, or create a college exploration workshop for younger girls. Girls can earn one award that recognizes what they learned about reaching their goals and how they helped others fulfill their dreams.
Petals and Badges

In addition to Journeys, girls have the opportunity to work on Petals and Badges. Petals and Badges are official awards that give girls the opportunity to try new things and explore a specific topic. These are worn on the front of their uniform.

Girl Scout Daisies (K-1) earn petals. Each petal is represented by a flower friend and includes a short story about that flower friend and the line that she represents of the Girl Scout Law. Refer to the picture below for the names of the flower friends and the lines of the Girl Scout Law they represent. GSCTX also offers an exclusive Daisy STEM. Curriculum for the STEM badge can be found at http://www.gsctx.org/en/about-girl-scouts/our-program/badges.html/#CouncilOwnBadges.

Girl Scout Brownies through Ambassadors earn badges. A badge is made up of 5 steps with three options for each step. Girls must complete one activity from each of the 5 steps to earn that badge. Discover, Connect, and Take Action is built into each of the badges. Most badges are not designed to be earned in one day. Girls should spend multiple sessions learning about the topic and practicing the skill that they are learning about in that badge. As you will see on the chart on pages 10-11, badges are progressive. As the Girl Scout gets older the types of activities and steps they will need to complete for the badge will become more involved and require more time. See the chart on the next page on the types and progression of Girl Scout badges.

Girl Scout Daisy Petals & Exclusive GSCTX Daisy STEM (K-1 graders)
<table>
<thead>
<tr>
<th>Badge Category</th>
<th>Brownie</th>
<th>Junior</th>
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<tbody>
<tr>
<td>Artist</td>
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<td>Drawing</td>
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<td>Fair Play</td>
<td>Practice with Purpose</td>
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<td>Citizen</td>
<td>Celebrating Community</td>
<td>Inside Government</td>
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<td>Cook</td>
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<td>Simple Meals</td>
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<td>Brownie First Aid</td>
<td>Junior First Aid</td>
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<td>Brownie Girl Scout Way</td>
<td>Junior Girl Scout Way</td>
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<td>Naturalist</td>
<td>Bugs</td>
<td>Flowers</td>
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<td>Digital Arts</td>
<td>Computer Expert</td>
<td>Digital Photographer</td>
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<td>Healthy Living</td>
<td>My Best Self</td>
<td>Staying Fit</td>
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<td>Musician</td>
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<td>Science &amp; Technology</td>
<td>Home Scientist</td>
<td>Entertainment Technology</td>
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<td>Storytelling</td>
<td>My Family Story</td>
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<td>Craft</td>
<td>Potter</td>
<td>Jeweler</td>
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<td>Gardener</td>
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<td>Detective</td>
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<td>Hiker</td>
<td>Camper</td>
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<td>Practical Life Skills</td>
<td>My Great Day</td>
<td>Independence</td>
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<td>Adventure</td>
<td>Letterboxer</td>
<td>Geocacher</td>
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<td>Animals</td>
<td>Pets</td>
<td>Animal Habitats</td>
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<td>Creative Play</td>
<td>Making Games</td>
<td>Playing the Past</td>
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<td>Innovation</td>
<td>Inventor</td>
<td>Product Designer</td>
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<td>Manners</td>
<td>Making Friends</td>
<td>Social Butterfly</td>
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<td>Cookie Business I</td>
<td>Meet My Customers</td>
<td>Cookie CEO</td>
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<td>Cookie Business II</td>
<td>Give Back</td>
<td>Customer Insights</td>
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<td>Cookie Business III</td>
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<td>Financial Literacy I</td>
<td>Money Manager</td>
<td>Business Owner</td>
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<tr>
<td>Financial Literacy II</td>
<td>Philanthropist</td>
<td>Savvy Shopper</td>
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<tr>
<td>Financial Literacy III</td>
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<tr>
<td>Make Your Own</td>
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<tr>
<td>Cadette</td>
<td>Senior</td>
<td>Ambassador</td>
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<tr>
<td>Comic Artist</td>
<td>Collage</td>
<td>Photographer</td>
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<td>Good Sportsmanship</td>
<td>Cross-Training</td>
<td>Coaching</td>
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<td>Finding Common Ground</td>
<td>Behind the Ballot</td>
<td>Public Policy</td>
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<td>New Cuisines</td>
<td>Locavore</td>
<td>Dinner Party</td>
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<td>Cadette First Aid</td>
<td>Senior First Aid</td>
<td>Ambassador First Aid</td>
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<td>Senior Girl Scout Way</td>
<td>Ambassador Girl Scout Way</td>
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<tr>
<td>Trees</td>
<td>Sky</td>
<td>Water</td>
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<td>Digital Movie Maker</td>
<td>Website Designer</td>
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<td>Eating for Beauty</td>
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<td>Book Artist</td>
<td>Textile Artist</td>
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<td>Woodworker</td>
<td>Room Makeover</td>
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<td>Special Agent</td>
<td>Truth Seeker</td>
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<td>Trailblazing</td>
<td>Adventurer</td>
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<td>Babysitter</td>
<td>Car Care</td>
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<tr>
<td>Night Owl</td>
<td>Traveler</td>
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<td>Animal Helpers</td>
<td>Voice for Animals</td>
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<td>Field Day</td>
<td>Game Visionary</td>
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<td>Entrepreneur</td>
<td>Social Innovator</td>
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<td>Business Etiquette</td>
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<td>Customer Loyalty</td>
<td>P &amp; L</td>
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<td>Think Big</td>
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<td>Budgeting</td>
<td>Financing My Future</td>
<td>On My Own</td>
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<td>Comparison Shopping</td>
<td>Buying Power</td>
<td>Good Credit</td>
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<td>Financing My Dreams</td>
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Girl Scout Safety Standards

One of the responsibilities of an adult working with girls is to safeguard the health of the girls in the group and instill in them a sense of safety. This responsibility may take the form of:

- Working to prevent injury or illness to girls and other adults
- Demonstrating a concern for the health and safety of the individuals for whom responsible
- Honoring pluralism and diversity so girls feel emotionally safe.
- Stay cognizant of the location, weather, and other conditions before, during, and after an activity.
- Be a positive role model for girls, adhering to the following guidelines at all times:
  - Don’t use illegal drugs
  - Don’t smoke cigarettes or drink alcohol in the presence of girls.
  - Don’t engage in child abuse of any kind. Abuse includes neglect, physical injury, emotional maltreatment including verbal abuse of a child, and sexual abuse. Sexual advances, improper touching, and sexual activity of any kind with girl members are strictly prohibited.
  - Don’t carry firearms or ammunition in the presence of girls.

Additional Safety Activity Checkpoints may be given to you as they relate to the activity you are leading. For example, we have in-depth safety requirements for activities such as horseback riding, white water rafting, swimming and other ‘High Risk” activities. These can be found at [http://www.gsctx.org/en/for-volunteers/volunteer-resources/safety-checkpoints.html](http://www.gsctx.org/en/for-volunteers/volunteer-resources/safety-checkpoints.html).

Event Supervision and Safety Ratios

When Girl Scouts attend an event as a group or troop, GSCTX requires the adult/girl ratio to be maintained by the troop. If girls are attending individually, parents must stay with the child at the event.

The Girl Scout Safety Requirements are two (2) unrelated, trained adults for the following:

- 6 Daisy Girl Scouts (Kindergarten-1st Grade)
- 12 Brownie Girl Scouts (2nd-3rd graders)
- 16 Junior Girl Scouts (4th-5th graders)
- 20 Cadette Girl Scouts (6th-8th graders)
- 24 Senior & Ambassador Girl Scouts (9th-12th graders)

We also require an additional one (1) adult for each additional:

- 4 Daisy Girl Scouts
- 6 Brownie Girl Scouts
- 8 Junior Girl Scouts
- 10 Cadette Girl Scouts
- 12 Senior & Ambassador Girl Scouts

Drop off events allow for individual girls to attend events without chaperones. It is at the discretion of the Community Partners if they choose to host a drop off event*.
*If a Community Partner chooses to allow girls to attend an event without a chaperone, the Community Partner will accept full responsibility for these girls during the event. In this case, all adults from the organization present at the event must successfully pass a criminal background check (CBC) and will be required to collect permission slips and health history forms from guardians. Additional training may be required through the GSCTX Volunteer Support Services Department depending on the activity they are hosting. The certified First Aid/CPR person must also be provided by the community partner.

For overnight events, it is not appropriate for males to sleep in the same space with girl members. They may participate only if separate sleeping quarters and bathrooms are available for their use.

**First Aid/CPR**

- Review all safety information at the start of the event with the girls.
- A basic first aid kit should be provided at the location.
- Troop leaders should bring parent permission slips with emergency contact information for events in which troops come together.
- Parent permission slips with emergency contact are to be collected as part of the registration for girls participating individually.

**Insurance**

Organizations collaborating with GSCTX must submit a current Certificate of Liability insurance naming GSCTX as a certificate holder to verify that it has at least $1,000,000 in general liability coverage. If your organization is self-insured, please send a document to verify this. If your organization is not providing insurance, but the location of the event is providing the insurance, please send in a copy of the location’s liability insurance. GSCTX can also provide, upon request, a Certificate of Liability insurance to the organization for proof of coverage of its members.

*Please note: everyone attending your event may not be registered Girl Scouts. Non-members are not covered by Girl Scout insurance. An event can be designated as member only or allow for non-members to attend. If non-members are permitted to attend, GSCTX will secure non-member insurance for the event.*

If using a hold-harmless or liability waiver form, please note that leaders cannot sign for the individual girls in their troop. Forms must be given to the troops ahead of time so that guardians have the time to sign them.

**Weather**

The safety of the girls is most important, both during the program and when traveling to and from the event. If canceling due to weather, try to contact leaders prior to the start of the event so troops are not traveling in adverse conditions. When you are planning an event outside, consider making a contingency plan or establishing a rain date prior to the event. Please use your best judgment in regards to weather.

**Location Accessibility**

All activities must be held in buildings or locations that meet ADA requirements.
GSCTX Program Partner Overview

As a Community Partner there are a variety of program options available. Below are examples of some of our partnerships. These are just a few suggested options, as the Program Department can work with you to customize your unique programming opportunity.

**Types of Partnerships**

- **Program Host**
  - Plan and deliver programs at your location or a location of your choosing.
  
  *Types of Programs:
  a. Day Camp
  b. One-time program
  c. Series
  d. Multiple programs throughout the year
  e. Badge workshops
  f. Journey Kick-starts*

- **Patch Program**
  - Create a patch program that girls can earn through your organization. The program will take girls through an intensive curriculum created by you that teaches them what you have determined is an important life lesson or skill. The curriculum is uploaded to our website and girls can earn the patch on their own time.

- **Sponsorship**
  - Love the programs GSCTX offers and want to support your favorite? Your organization can provide the financial support for a designated program or event of your choosing. Additional options include sponsoring a girl a to attend camp or a trip, sponsoring a prize for an event, or donating promotional materials, like water bottles or sunscreen, to give away at events. For more information on sponsorship levels contact Marianne DeLeon, Resource Development Director, at marianned@gsctx.org.

- **Special Opportunity Promotion**
  - Organizations that already offer programs that would be of interest to our membership can promote these opportunities to our girls and volunteers. These activities and events can be directly tied to the Girl Scout GSLE or may not have specific ties to Girl Scouts but are deemed to be a valuable experience for our membership.

- **Community Resource Partner**
  - Community Resource Partners are businesses or organizations that provide activities or events with a discounted fee for Girl Scouts. Activities do not need to be tailored to the Girl Scout program but may include aspects of badges. These opportunities might also include shows, tours, and sporting events. Many times, these discounts also extend to family members.
○ **Volunteer**
Events and programs hosted by GSCTX are largely dependent on volunteer support. Your organization can support our mission by choosing to volunteer at one of the many annual events that require support. These opportunities are available at https://www.gsctx.org/en/our-council/forms-and-documents/volunteer-interest-form.html.

○ **Gamma Sigma Sponsorship or Volunteer Support**
Gamma Sigma is a unique leadership opportunity offered to underserved high school aged girls. Each Gamma Sigma chapter operates as a school-sponsored club that engages the girls in advocacy, leadership strategies, community service projects, career and college readiness and other practical life skills necessary for success in adulthood. Community Partners can support this program by sponsoring a chapter (various sponsorship levels are available) or by volunteering with a chapter.

○ **Programs On Demand**
Programs On Demand allow members to schedule select programs when and where they want it. Program Partners who host Programs On Demand allow us to post their selected program on our website. On Demand requests are submitted to the program team a minimum of 6 weeks prior to the date they are requesting. The Program Team will then work directly with the Program Partner to schedule the program. To view a complete listing of what we currently offer On Demand visit http://www.gsctx.org/en/about-girl-scouts/our-program/ways-to-participate/programs-on-demand.html.

**Program Development**
Girl Scouts love to visit local community organizations/ businesses, learn about what that organization or business does, experience something new, meet new people, and have fun. Creating fun, educational, and quality programs or offerings for Girl Scouts is easy to do. Here are some things to think about when brainstorming or developing different opportunities that Girl Scouts can take part in with your organization/ business.

- What does your organization do? What are you the experts in?
- What is fun about your job? What do you think the girls would love to learn about or participate in?
- What do you already offer for public programming?
- How does your programming fit into the Girl Scout National Program Portfolio?
- What age of girls are your opportunities best suited for?
- Do you want to have pre-scheduled programs or flexible events?

The GSCTX program team can help you determine the best petals, badges, or Journeys that fit into your programming or how you might be able to tailor your existing programs or activities for Girl Scouts. Please note that you do not need to develop a badge or journey workshop to host Girl Scout programming. We prefer our girls complete requirements for petals, badges, or Journeys but it is not mandatory. Once
you have determined the best program or opportunity, please submit to the GSCTX Program Department for marketing. See “Event Submission” section for details on how to submit your event information.

Program Scheduling
The Girl Scout Program Year starts in October 1st and runs through the end of September. From January through March, our Girl Scouts are primarily involved in the Girl Scout Cookie Program. It is best if other events are not scheduled during this time. Consider that girl and troop activities generally slow down during the summer months; so if you would like to offer a summer program, offer ample time for promotion. This is also a great time to consider offering day camps. When considering the date for your event, consult with the GSCTX Program Team to ensure that there is not a conflict with a previously scheduled event.

Program registrations open on specific dates for each season. Please be aware of the following deadlines when planning your program dates.

<table>
<thead>
<tr>
<th>Program Season</th>
<th>Event Information Due Date</th>
<th>Registration Opens</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Programs (Jan. – May)</td>
<td>September 1</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer Programs (June – Aug.)</td>
<td>December 1</td>
<td>January 1</td>
</tr>
<tr>
<td>Fall Programs (Sept. – Dec.)</td>
<td>April 1</td>
<td>May 1</td>
</tr>
</tbody>
</table>

Event Submission
For the best marketing, all Community Partner event submissions should follow the schedule above. GSCTX has found that events submitted mid-season require a specialized marketing plan to ensure that parents and troop leaders are aware of these events, and the results are not always optimal. Community Partners can submit their program information using our online Google Doc. The link to this document will be given at the completion of your Program Agreement. Each program will need a separate submission and must be fully completed to submit. If you have changes to make after submitting, please email programs@gsctx.org and the Program Team will make the necessary changes.

Information needed for each program submission:
- Name of Program
- Location of Program with entire address
- Date of Program
- Time of Program
- Registration deadline
- Grades / Girl Scout levels
- Minimum and Maximum number of participants
- Patch or Badge they will receive (if applicable)
- Focus Area
- Cost per girl and adult.
  - This is the fee GSCTX will pay via invoice the week following the event to the Community Partner. GSCTX will add in needed fees above this amount prior to posting the event as needed.
- Description of Program (2-3 sentences)
o Special Instructions (required adult certifications, dietary restrictions, etc.)
o Who do they contact for questions day of event (phone, email, website)
o Details to be included in the confirmation email sent from GSCTX to participants (what to wear, what to bring, etc.)
o Overall program goals

**Program Marketing**
Partner Programs are marketed through various channels including: Events calendar, website marketing, social media, out bi-monthly email newsletter Tuesday’s Trefoil, targeted email blasts, Trefoil Tribune magazine and flyers. Our marketing team will require a high-resolution logo and artwork in order to create materials. If you require proof before posting, or if you wish to be a part of the creative process, please allow plenty of time.

**Program Registration**
Programs and events are listed on the Event Calendar webpage ([http://www.gsctx.org/en/events/event-calendar.html](http://www.gsctx.org/en/events/event-calendar.html)) and most these events use our registration system for participant sign-up. GSCTX recommends that partner events also utilize this registration system. Our membership searches the system for new events and having partner programs listed in that system helps with promotion. GSCTX send out the event confirmation with all information including directions to the facility, preparation instructions (how to dress and what to bring), cancellation policy, and day of event contact.

Community Partners can choose to handle registration through their own system. In that case, the Community Partner would be responsible for communication with participants to ensure that they are still receiving registration confirmation and all needed information. Getting the event information out as early as possible will result in a better experience for the girls and fewer last minute phone calls from participants.

**Reporting and Surveys**
Prior to the event date, GSCTX will provide Community Partners with event surveys, post-event report online link, emergency procedure information, sign-in sheets, signage, and patches or badges if applicable. An online link for the evaluation survey can be provided if you have computer access at your program location. Community Partners are required to submit the post-event form (online), sign-in sheet, and evaluation surveys within two weeks of the close of the event via email or mail. Electronic versions can be emailed to programs@gsctx.org.

**Annual Event Opportunities**
Girls Scouts of Central Texas holds large annual events where Community Partners have the opportunity to meet leaders, girls, and parents face to face, and share resources, information, and upcoming program opportunities with them directly. All Community Partners are invited to attend these events at no charge to the partner. You may attend as many of these events as your organization wishes. The more events you can attend the more our membership will know about your organization and what you currently offer to Girl Scouts. We encourage Community Partners to have an interactive activity or approved flyers at their event booth to promote their programs. Each event has a different target demographic. Below are
the list of events currently scheduled. Invitations to these events will be sent out to Community Partners 2 months prior to each event. As new events are added Community Partners will be sent invitations to these events.

Event Listings:

- Cookie Rallies (November – January)
- Texas Stars Cookie Kick-Off (January)
- STEM Conferences (February – April)
- Hackathon (March)
- Annual Meeting (April)
- Dell Diamond Overnight (July)
- Volunteer Enrichment Conference (July)
- Back to School Jam at Fiesta Texas (Aug.)
- Trailblazers (September)

**Photography**

Generally, parents or guardians of each Girl Scout indicate on a membership document whether they grant permission for their daughter to be photographed or videotaped for the purpose of promoting Girl Scouts by GSCTX. Photographs taken at a community partner location or by a community partner representative during a Girl Scout activity will solely be used for promoting Girl Scouts and will be the property of the Girl Scouts of Central Texas. Use of these photos/videos by a community partner for promoting the partnership will be based on approval by the GSCTX Communications Director. Written permission will need be requested from the GSCTX Communications Director prior to the event. If partners require their own phot release it must be provided in the confirmation email to participants and collected prior to the beginning of the event.

**Girl Scout Brand**

Girl Scouts is a well-loved, iconic brand. All Girl Scout products, and the images and phrases featured on our products serve to raise the Girl Scout brand voice, mission, and visibility. Therefore, all use of Girl Scout brand by community partners of GSCTX must be approved by the GSCTX Communications Director. This includes any digital or printed fliers, brochures or other marketing collateral that is produced for the purpose of marketing services and program activities. In addition, use of the Girl Scout brand on community partner websites or social media outlets must also be approved. For information on Girl Scout brand assets (such as logo, image, colors) and GSCTX style guides, visit [http://www.gsctx.org/en/for-volunteers/volunteer-resources/troop-planning-resources.html](http://www.gsctx.org/en/for-volunteers/volunteer-resources/troop-planning-resources.html) or you may contact the GSCTX Communications Director at communications@gsctx.org.
Girl Scouts of Central Texas welcomes your interest in providing programs and event to our membership! Organizations can partner with GSCTX in multiple ways. Be sure to review the Community Partner Information Packet before filling out this form. Submit completed request to programs@gsctx.org allowing 2-3 weeks for processing.

**PROGRAM PROVIDER INFORMATION**

<table>
<thead>
<tr>
<th>Name of organization:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of contact person:</td>
</tr>
<tr>
<td>Job Title of contact person:</td>
</tr>
<tr>
<td>Contact phone number:</td>
</tr>
<tr>
<td>Email:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>City:</td>
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<tr>
<td>State:</td>
</tr>
<tr>
<td>Zip:</td>
</tr>
<tr>
<td>Website:</td>
</tr>
<tr>
<td>Please describe your organization:</td>
</tr>
</tbody>
</table>

**Partnership type** (Please check all that apply - see pgs. 14-15 of the Community Partner Information Packet for descriptions)

- Program Host
- Patch Program
- Sponsorship
- Special Opportunity Promotion
- Community Resource Partner
- Volunteer
- Gamma Sigma
- Programs On Demand

Have you ever previously been an approved GSCTX Partner?  □ Yes  □ No

**PROGRAM AND FACILITY INFORMATION**

Please describe program you currently offer or would like to offer:

<table>
<thead>
<tr>
<th>Event Location (If different from address above):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is there a specific date for your program(s)? □ No □ Yes – Date(s) of program(s):</td>
</tr>
<tr>
<td>Cost per girl:</td>
</tr>
<tr>
<td>Cost per adult:</td>
</tr>
<tr>
<td>Max capacity girls:</td>
</tr>
<tr>
<td>Max capacity adults:</td>
</tr>
<tr>
<td>Does this cost include meals? □ Yes □ No</td>
</tr>
</tbody>
</table>

Is your facility fully accessible under ADA guidelines?  □ Yes □ No

**Which outcomes will be met during this program?** (Please check all that apply - see page 4)

- Strong Sense of Self
- Positive Values
- Challenge Seeking
- Healthy Relationships
- Community Problem Solving
- Not Applicable

**What is the focus area of your program?**

- Career & College Readiness
- Stewardship
- Creative Arts
- Financial Literacy
- Environmental & Community
- Girl Scout Highest Awards
- Health & Wellness
- Outdoor Adventures
- STEM & Digital Literacy
What level is appropriate for your program(s)? (Please check all that apply – see pg. 4)
☐ Daisy  ☐ Junior  ☐ Senior
☐ Brownie  ☐ Cadette  ☐ Ambassador

Will girls register on the GSCTX event registration system?
☐ Yes  ☐ No – How will they register? __________________________________________

Will a waiver or other forms need to be signed by parents/guardians of girls who participate in this event?
☐ Yes (please attach copies to this application)  ☐ No

AGREEMENT

Please read, initial each item and sign below to verify that your organization meets Partnership criteria for providing programs and events to the girls we serve.
☐ Our organization supports Girl Scouts in its efforts to make Girl Scouting available to all girls and adults. We welcome all participants, regardless of race, ethnicity, religion, age, national origin, gender, veteran status, sexual orientation (including gender identity), marital status or the presence of any physical, sensory or mental disability (provided that the participant can safely undertake the activity).
☐ I have read and understand all of the Safety Activity Checkpoints that apply to this activity and will comply with all of these checkpoints (if applicable)
☐ For overnight events, we understand that it is not appropriate for men to sleep in the same space as girl members.
☐ They may participate only if separate sleeping quarters and bathrooms are provided (if applicable).
☐ We have included with this application a Certificate of Insurance indicating that our organization has at least $1,000,000 in general liability coverage and upon expiration, we agree to forward an updated Certificate.
☐ We understand that Girl Scouts of Central Texas cannot guarantee event attendance.
☐ We agree to send a Post-Event Report and program evaluations within two weeks of the close of the event date.
☐ We agree to remain in on-going communication with the GSCTX Program Department regarding any changes to the event including but not limited to: program content, location, time, date or in the event of cancellation or the addition of events beyond those originally listed.
☐ We have attached a copy of the waiver/agreement that will be distributed to parents/guardians of girls attending our events (if applicable).

By signing this document, you are stating that all the information in this request form is correct, to the best of your knowledge. Forms without a signature will not be considered. You also understand that the relationship between Girl Scouts of Central Texas is a voluntary partnership and can be dissolved and any time for non-compliance with our safety standards, insurance requirements and actions that do not align with the mission and values of Girl Scouts.

____________________________________________________________
Organization Name (Print)

____________________________________________________________
Representative Signature  ______________________
Date

FOR GSCTX OFFICE USE ONLY

Date received: __________________________  Assigned to GSCTX Staff Member: __________________________
Date evaluated: __________________________  Meeting Scheduled with Partner: __________________________
Does the program provider support the mission of Girl Scouting? (Courage, Confidence, Character)
☐ YES  ☐ NO

Does this program comply with all safety standards and complement the goals of the GSCTX Programs?
☐ YES  ☐ NO

Date approved: __________________________  Date denied: __________________________  Reason: __________________________