

President's Award Application

The President's Award serves as a guide for Service Units to ensure a well-rounded year of Girl Scouting. It recognizes the efforts of a Service Unit moving its assigned area toward the achievement of our council goals. This is an EARNED recognition for the delivery of service to its membership.

It is the responsibility of the submitting Service Unit to document progress in meeting the criteria and submitting the application with complete information by the deadline.

President Award applications are due by the last Thursday in June.

Applications are submitted to your Membership Manager.

Your SU may begin fulfilling President Award requirements as early as July!

How do we complete the President's Award?

- Complete the criteria outlined in this packet. The following page details these in full.
- All **mandatory** requirements AND at least three **additional** activities must be met.
- The Service Unit leadership should complete and accurately record the dates and activities fulfilling these requirements during the **July to June** timeframe.
- Criteria may be completed in any order.
- One activity may NOT be used to fulfill more than one requirement. No double-dipping.
- Provide additional information as requested.
- Your Membership Manager's signature is required for approval.
- Complete applications may be emailed, faxed, or mailed to:

GSDSW– President's Award
Volunteer Services
9700 Girl Scout Way
El Paso, TX 79924
Fax 915-565-1500
mjasso@gsdsw.org

What does a President Award recipient receive?

- Official certificate of recognition and/or plaque
- Recognition in council newsletter, ceremony, Facebook page, etc.
- Official lapel pins for SU team members.
- Exclusive celebration party (for Service Unit team)
- Bragging rights

President's Award Criteria

Mandatory Requirements (All of these criteria must be met during June-July.)

- ❶ ☐ **Service Unit Administration**
 - Demonstrate how the 8 functional areas of a successful Service Unit (SU) are fulfilled.
 - An end-of-year Service Unit financial report is completed and submitted on time.
- ❷ ☐ **Communication**

The Service Unit (SU) maintains ongoing communication with each troop/group leader as well as girls registered individually (Juliettes) and council using the best serving methods .
- ❸ ☐ **Membership**
 - All Service Unit team members and leaders in the Service Unit are current volunteers*.
 - Girl membership reached or surpassed the goal agreed upon with your Membership Manager.
 - At least 30% of girl membership registered during the earlybird period.
 - Retention of at least 50% of the troops/groups over the previous year was achieved.
- ❹ ☐ **Adult Learning & Development**
 - Service Unit team members have completed all required and appropriate positional trainings.
 - All volunteers leading girls in the SU have completed the required core ~ trainings.
- ❺ ☐ **Girl Program**
 - SU sponsors one or more events which meet at least 3 of the national outcomes**.
 - Provide a narrative of how the Service Unit has encouraged *Journeys* among its troops.
 - Explain how the Service Unit has encouraged the achievement of girl awards (Bronze, Silver, Gold) among its troops.
- ❻ ☐ **Recognition**
 - Provide examples of how volunteers were recognized throughout the year by the Service Unit.
 - Provide examples of how troops were recognized by the Service Unit throughout the year.
- ❼ ☐ **Financial Literacy**
 - At least 50% of troops participate in the Girl Scout Fall product sale program.
 - At least 75% of troops participate in the Girl Scout cookie sale program.

Additional Requirements At least three of the below criteria must also be met.

- ❶ ☐ **Community**

Develop and host a community service or Take Action project for the SU membership.
- ❷ ☐ **Journeys**

At least 50% of troops complete a Journey award during the June-July timeframe.
- ❸ ☐ **Philanthropy**

An unbiased and functioning scholarship program exists for the benefit of its membership.
- ❹ ☐ **Marketing**

The Service Unit benefits from at least one collaboration with a community media entity.
- ❺ ☐ **Outdoor**

Develop and host a Service Unit event or program to encourage girls to get outdoors.
- ❻ ☐ **Honor Troop program**

At least two troops have earned the distinction of Honor Troop during this timeframe.
- ❼ ☐ **Tradition**

Develop and host an event to celebrate Girl Scout special days- JGL birthday, World Thinking Day, Girl Scout Birthday, etc.
- ❽ ☐ **Adult Learning**

At least one enrichment opportunity solely for volunteers was hosted or coordinated by SU.
- ❾ ☐ **100% Troop Earlybird Registration**

100% of all troops/groups registered during the earlybird period.
- ❿ ☐ **100% Troop Cookie Sale Participation**

100% of all troops registered in the Service Unit at the time participated in the council-sponsored cookie product sales.

*A volunteer is an adult who has successfully completed the volunteer application, background check, and Girl Scout member registration.
~ GSDSW's core trainings are Girl Scouting 101, Let's Lead! New Leader 201, Let's Go! Trips & Travel 301, and Let's Camp! Outdoor Camping 401 and should be taken as applicable. Go to <http://www.gsdsw.org/Volunteers/Adult Learning> for more details.
** Visit http://www.girlscouts.org/program/journeys/transforming_leadership_17.pdf for a full list of outcomes.



About the Service Unit

What is a Service Unit?

A Service Unit is a group of volunteers who build the Girl Scout Experience for girls in a specific area. It is a network of capable volunteers who work with council to make decisions and serve as a resource for support, ideas and enrichment to other volunteers and parents.

What does a Service Unit do?

They meet regularly to create girl programs, recruit new girls, deliver troop support and provide volunteer enrichment in its many forms. For example, they can plan for a city-wide World Thinking Day event or meet monthly to schedule trainings and help answer questions. They also facilitate the delivery of National or Council-level Girl Scout news to others.

Who can be in the Service Unit?

Any person 18 and older can be in the Service Unit as long as they are a registered Girl Scout and agree to uphold the principals of Girl Scouting. A Service Unit is led and organized by the area Membership Manager until the time that the unit proves capable of self-management.

Functions of a Service Unit?

A successful Service Unit fulfills eight key functions throughout the membership year: overall administration and management of its members, communication, financial accountability, placing its new members into troops, recruitment of new membership, initial and ongoing support of adult members, organization and implementation of girl programs/events, and management of its product sales initiatives. Normally these functions are distributed among eight different job positions. However, there may be alternate ways to accomplish these functions. For example, a smaller Service Unit may have one person doing various tasks. The critical goal is to ensure the eight functions are being met.

What is a Service Unit team?

A Service Unit team is a group of volunteers in leadership positions who manage the Service Unit throughout the year. It is usually comprised of the following positions necessary to fulfill the eight functions to a successful Service Unit.

Service Unit Team Position Descriptions

Manager: Oversees the SU and assists the team and volunteers to ensure that they are maintaining the goals and objectives of GSDSW and GSUSA.

Communications: Maintains an updated email distribution list and manages the communication within the Service Unit.

Treasurer: Oversees the SU funds, assists troop membership with financial training or related questions, receive and evaluates end of year troop financial reports.

Registrar: Assists in the registration process for new and returning troops. All registration questions, necessary paperwork, guidelines, forms and fees go through the registrar which then submit them to council.

Organizer: Helps with recruiting new members, processing their paperwork, and placing them into troops accordingly.

Consultant: Makes sure volunteers are continuously trained and enriched.

Event Coordinator: Works with troops to develop ideas for programs and helps them through with its implementation. This includes attaining necessary permissions, budgeting, paperwork, abiding by safety guidelines and final evaluation.

Product Manager: Manages the troops with product sale programs. Receives all questions or concerns about Fall Product or Cookie sales are directed.

President's Award Application

Please print or type

SERVICE UNIT NAME:

COUNTY:

YEAR: JUNE _____ TO JULY _____
year year

MANDATORY REQUIREMENTS. ALL of these must be met.

1 Service Unit Administration

- ☐ There are eight functions to any successful Service Unit. In most cases, but not all, one volunteer is assigned to each functional position below to ensure that function is being met all year. Please detail below **who or how** these functions were fulfilled throughout the year for your Service Unit.

Manager:

Communications:

Treasurer:

Registrar:

Organizer:

Consultant:

Event Coordinator:

Product Manager:

- ☐ Date the end-of-year Service Unit Financial Report was submitted? _____

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MANDATORY REQUIREMENTS continued

Please print or type

② Communication

- ☐ The Service Unit should maintain ongoing communication with each troop/group leader, girls registered individually (Juliettes) and council using the best serving methods . Please answer below.

List the communication methods used (meetings, social media, texts, emails, etc.).

What is the average percentage of attendance at Service Unit meetings? _____

How does the SU encourage attendance to these meetings?

How are members not in attendance disseminated information?

How are individually registered girls (Juiettes) included in these communications?

How does your Service Unit remain ongoing communication with council?

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MANDATORY REQUIREMENTS continued

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- ☐ Girl membership reached or surpassed the goal agreed upon with your Membership Manager.

Girl membership as of September 30, **previous** year: _____

Girl membership goal for increasing membership (# we will increase): _____

Girl membership on September 30, **current** year: _____

- ☐ At least 30% of girl membership registered during the earlybird period.

Membership Manager Name

Signature

Date

- ☐ Retention of at least 50% of the troops/groups over the previous year was achieved.

Number of troops in the Service Unit by September 30, **previous** year: _____

Number of troops in the Service Unit by September 30, **current** year: _____

4 Adult Learning & Development

- ☐ Service Unit team members have completed all required and appropriate trainings for their position. Please list your Service Unit team members and the date of their training.

SU Position	First and Last Name	SU Team Training Date
Manager		
Communications		
Treasurer		
Registrar		
Organizer		
Consultant		
Event Coordinator		
Product Manager		

- ☐ All volunteers leading girls in the SU have completed the required core~ trainings. **This will be verified using the roster provided under the Membership criteria on previous page.**

~ GSDSW's core trainings are Girl Scouting 101, Let's Lead! New Leader 201, Let's Go! Trips & Travel 301, and Let's Camp! Outdoor Camping 401 and should be taken as applicable. Go to <http://www.gsdsw.org/Volunteers/Adult Learning> for more details.

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MANDATORY REQUIREMENTS continued

Please print or type

5 Girl Program

- ☐ SU sponsors one or more events which meet at least 3 of the national outcomes**.

Name of event : _____ Date: _____

Description of event. What did the girls do?

What three outcomes were met?

- ☐ Provide a narrative of how the Service Unit has encouraged *Journeys* among its troops.

- ☐ Explain how the Service Unit has encouraged the achievement of girl awards (Bronze, Silver, Gold) among its troops.

** Visit http://www.girlscouts.org/program/journeys/transforming_leadership_17.pdf for a full list of outcomes.

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MANDATORY REQUIREMENTS continued

Please print or type

6 Recognition

- ☐ Provide examples of how your SU recognized its volunteers throughout the year .
- ☐ Provide examples of how troops were recognized by the Service Unit throughout the year.

7 Financial Literacy

- ☐ At least 50% of troops participate in the Girl Scout Fall product sale program.
- Our Service Unit confirms that out of _____ troops , _____ participated in the Fall product sale.

Print Name

Signature

Date

- ☐ At least 75% of troops participate in the Girl Scout cookie sale program.
- Our Service Unit confirms that out of _____ troops , _____ participated in the cookie product sale.

Print Name

Signature

Date

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ADDITIONAL REQUIREMENTS. At least 3 of these must be met.

① ☐ Community

Develop and host a community service or Take Action project for the SU membership.

Date of event: _____

Number of SU members that participated (Girl Scouts & volunteers)? _____

Please provide a brief description of the event.

② ☐ Journeys

At least 50% of troops complete a Journey award **during the June-July timeframe**. Please list the troop numbers and Journey they completed. Attach an additional page if necessary.

Total number of troops in the Service Unit: _____

Troop # (5 digits)	Journey

Troop # (5 digits)	Journey

③ ☐ Philanthropy

An unbiased and functioning scholarship program exists for the benefit of the Service Unit membership. This fund may be used to provide new troops with supplies, annual membership fees, camperships for girls, program fees for girls, scholarships for volunteers to attend trainings, conference, etc.

Please list two instances when your Service Unit's scholarship program has been used.

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ADDITIONAL REQUIREMENTS continued

Please print or type

④ ☐

Marketing

The Service Unit benefits from at least one collaboration with a community media entity. Examples may be an article submitted and used by a local newspaper, press coverage of a Service Unit event by a local news channel, time slot on a radio station, etc.

Date of Service Unit media coverage: _____

Please provide a brief description of the SU media coverage or attach a copy.

⑤ ☐

Outdoor

Develop and host a Service Unit event or program to encourage girls to get outdoors.

Event name: _____ Event Date: _____

Number of SU members that participated (Girl Scouts and volunteers)? _____

Please describe how this event encouraged girls to get outdoors.

⑥ ☐

Honor Troop Program

At least two troops have earned the distinction of Honor Troop during this June-July.

Troop Number (5 digits)

Troop Leader

Honor Troop #1: _____

Honor Troop #2: _____

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ADDITIONAL REQUIREMENTS continued

Please print or type

⑦ ☐

Tradition

Develop and host an event to celebrate a Girl Scout special day (JGL birthday, World Thinking Day, Girl Scout Birthday, etc.).

Date of event: _____ Event name: _____

Number of SU members that participated (Girl Scouts and volunteers)? _____

How did this event celebrate a Girl Scout special day? What activities were held?

⑧ ☐

Adult Learning

At least one enrichment opportunity solely for volunteers was hosted or coordinated by the Service Unit.

Date of event: _____ Adult learning topic: _____

Number of Service Unit adult volunteers that participated? _____

Briefly describe how adult volunteers were enriched by this opportunity?

⑨ ☐

100% Early Bird Registration

100% of all troops registered during the earlybird period. A troop is composed of at least 2 un-related volunteers (not living in the same household, one which is female) and 5 registered Girl Scouts.

Membership Manager Name Signature

Date

⑩ ☐

100% Troop Cookie Sale Participation

100% of all troops registered in the Service Unit at the time participated in the council sponsored cookie product sales.

Membership Manager Name Signature

Date

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Pledge & Acknowledgement

Serving as the leadership of _____ Service Unit,
we affirm to completing, duly and with honor, the criteria required of the
President's Award recognition per the Girl Scouts of the Desert Southwest
council as indicated in this packet.

SU Team Position	Printed Full Name	Signature	Date
Manager			
Communications			
Treasurer			
Registrar			
Organizer			
Consultant			
Event Coordinator			
Product Manager			

I hereby affirm that the _____ Service Unit has fulfilled the
required criteria for the President's Award.

Membership Manager Name

Signature

Date

President Award applications are due by the last Thursday in June.

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9700 Girl Scout Way

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