

Girl Scout Planner

Troop Fundamentals and Year Planner




It is time to plan your best troop year! Download and use this fillable PDF document to plan and calendar activities for each of the six elements of the Girl Scout Troop Fundamentals. More information on the Girl Scout Troop Fundamentals is provided in the “Plan Your Best Year Here” section of the [Girl Scout Playbook](#).




There are two parts to this planning calendar:

- **Part 1 - Girl Scout Troop Fundamentals:** Fill out each section to plan a fun and well-rounded year. Use it to track your activities in the six elements of the Girl Scout Troop Fundamentals. Try to complete at least one activity for each element – remember you can combine activities. Taking a hike to complete an outdoor badge counts for both Outdoors and Badge & Awards. Save this document to celebrate all you have done. At year-end, you will have the opportunity to submit it for recognition of your troop’s accomplishments.
- **Part 2 – 2019-2020 Troop Year Planner:** This is a **planning** calendar to help you and your girls plan and organize activities by month within a typical troop year. The calendar shows you when things happen in Girl Scouts, from celebrating Girl Scout’s Founders Day to participating in the Cookie Program. You can use this planner on its own, along with your Volunteer Toolkit meeting planner for planning badge work at meetings, or plug dates into your own personal calendar.



PART 1 – Girl Scout Troop Fundamentals

Troop Fundamentals	What activities are you planning?	What do you need to do to prepare for this activity? (Materials needed, who will help, timeline, etc.)	Month completed:
 <p>Badges & Awards</p> <p><i>Aim to earn at least three-five awards. This could be badges, Journeys, awards, or one of each. Find out what your troop is interested in and look in the Volunteer Toolkit for requirements.</i></p>			
 <p>Outdoor</p> <p><i>Aim to complete at least one outdoor activity, but there is no limit if you want to do more! Take a trip to a local park, have a cookout, or go camping! Don't forget to check the Safety Activity Checkpoints!</i></p>			
 <p>Product Program</p> <p><i>Year One Troops should aim to take part in the online Fall and Cookie Product Programs to earn troop proceeds and girl rewards. Year Two is a great time to add in booth selling during the Cookie Program.</i></p>			

Troop Fundamentals	What activities are you planning?	What do you need to do to prepare for this activity? (Materials needed, who will help, timeline, etc.)	Month completed:
 <p>Traditions</p> <p><i>Aim to do at least one Girl Scout tradition activity at every meeting. For example, sing Girl Scout songs, do a friendship circle, perform a flag ceremony, or celebrate Girl Scout special days like the Girl Scouts birthday (March 12). Wearing your uniform is a tradition too!</i></p>			
 <p>Community Service</p> <p><i>Aim to do at least one Community Service project. Find someone or thing the girls really care about helping. Identify a community need by starting with your own school or neighborhood and build from there.</i></p>			
 <p>Special Events</p> <p><i>Aim to do at least one special event each year. For example, your troop could attend a service unit event, or go on your own field trips such as visiting the fire department, farmer's market, or pet shelter.</i></p>			

Girl Scout Troop Year Planner 2019-2020

Part 2 – Troop Year Planner: Use this troop year calendar to plan the monthly activities you will be completing throughout the year. Key Girl Scout events and themes are included to give you an idea of the events and opportunities in a typical troop year. More ideas and special dates/information can be found on our website <https://www.gsnorcal.org/en/for-volunteers/troops/meeting-ideas.html>

July	August	September
<ul style="list-style-type: none"> • Participate in summer troop activities and/or camp • Back to troop (are Girls/Adults Registered?) • Make reservations/register for GSNorCal Fall activities in the Activity Finder • Login to the Volunteer Toolkit (VTK) and start planning your year – July 15 	<ul style="list-style-type: none"> • Participate in summer troop activities and/or camp • Check out The Guide for new GSNorCal activities • Friendship Day - First Sunday in August • National S'mores Day - Aug. 10 • Women's Equality Day - Aug. 26 	<ul style="list-style-type: none"> • Host family/girl meeting troop – kick-off • Investiture ceremonies to welcome new girls • Plan for Fall Product Program – all girls registered, volunteer helpers trained • Plan fall badge/community service projects • Plan fall celebrations
October	November	December
<ul style="list-style-type: none"> • Fall Product Program – Oct. 4 through Nov. 24 • Fall Digital Day – Oct. 5 • Make a Difference Day – Oct. 25 • Founder's Day/Juliette Low's Birthday – Oct. 31 	<ul style="list-style-type: none"> • Volunteer and Give Back during the holidays • World Kindness Day – Nov. 12 • Get outside for National Take a Hike Day –Nov. 17 • Plan holiday celebrations 	<ul style="list-style-type: none"> • Volunteer and give back during the holidays • Early Bird camp registration opens • National Brownie Day - Dec. 8

January	February	March
<ul style="list-style-type: none"> • Early January - Plan for Cookie Program by working with girls to set goals and plan activities, secure troop volunteers to help. • 2020 Cookie Program – Jan. 25 to March 15 • Plan a family meeting for Cookie Program • Digital Cookie Day – Jan. 25 • New spring GSNorCal programs open in Activity Finder • Register for summer camp 	<ul style="list-style-type: none"> • Black History Month • Participate in the Cookie program and earn your Cookie Entrepreneurial Family Pin • Register for summer camp • Plan spring outdoors, community service and/or special event field trips for troop • Girl Scout’s World Thinking Day – Feb. 22 	<ul style="list-style-type: none"> • Women’s History Month • International Women's Day - March 8 • Register for summer camp • National Girl Scout’s Birthday – March 12 • Girl Scout Week – the week of March 12 • Wrap up Cookie Program – ends March 15
April	May	June
<ul style="list-style-type: none"> • Early bird Girl Scout membership renewal starts • Volunteer Appreciation Month • Girl Scout Leader’s Day & Earth Day – April 22 • If your troop is aging up into the next program level (e.g. Daisies going to Brownies), plan to earn your Bridging Award • Register for summer camp • Find out about service unit or other local summer activities for Girl Scouts 	<ul style="list-style-type: none"> • Host a year-end awards ceremony or year-end party to celebrate your achievements • Plan your bridging ceremony or attend a local bridging put on by your service unit • Remind girls and volunteers to renew during Early Bird renewal • Plan a fun summer troop activity • Prepare and submit your Troop Financial Report (TFR) – May 15 	<ul style="list-style-type: none"> • Participate in summer troop activities and/or camp • Flag Day - June 14 • Make sure girls and adults are renewed for another year of fun! • Make sure adults renew their volunteer role and renew your troop leadership role so you will have access to the Volunteer Toolkit (VTK) to start planning for next year