

Community Partner Letter of Support Guidelines

All content should be typed, except for signatures.

You MUST include a letter of support from a community partner you're going to work with on your Gold Award project with your Gold Award proposal. The letter should be on the community partner's letterhead, acknowledge they are aware that you're working on your Gold Award project, describe the anticipated benefits of your project and include a handwritten signature. You must approach your partner organization for tentative support BEFORE your project proposal will be considered for approval. Below is an example letter.



Must be on partner organization's letterhead

Includes contact information for organization

Girl Scouts of
North-Central Alabama
1515 Sparkman Drive
Huntsville, AL 35816

[MONTH] [DAY], [YEAR]

To whom it may concern:

On [DATE], [GIRL SCOUT'S FIRST AND LAST NAME] met with [COMPANY NAME] to propose a multi-faceted project to benefit our community and earn her Gold Award. Her project will enhance our organization by [INSERT 2-3 BENEFITS EXPECTED FROM PROJECT]. We look forward to supporting her in this endeavor and to witness [GIRL SCOUT NAME] improve our community with her hard work, dedication, and follow-through.

Yellow highlighted information should be specific to you/your project

Please do not hesitate to contact me if you have any questions.

Thank you,



Physical signature

Daisy G. Low

[TITLE]
[ORGANIZATION NAME]

Your contact's name and title

Note: This SAMPLE is on GSNCA letterhead. Your letter of support must be on letterhead from the organization you are partnering with.