



# Community/Multi-Troop Activity Request Form

Approved _____
Date _____

Effective 2/1/2021 Girl Scouts of Citrus Council has approved a limited amount of outdoor only activities for girls to participate in. Communities/multiple troops may host events that will benefit the community as long as they are approved. These events can include: Product Rally's, Trainings, Badge Days, etc.

**Please Note:** Overnights, Camporees and certain High/Risk Adventure activities are not permitted at this time.

Effective 2/1/21 all Community/Multi-Troop Activity requests are to be submitted to Michelle Rouleau, Outdoor Adventure Program Manager through Customer Care at [customercare@citrus-gs.org](mailto:customercare@citrus-gs.org) a minimum of one month prior to the date for approval. Include with this form a detailed plan of the event with all guidelines in place.

Please be sure to keep a copy of all your paperwork. Once the Community/Large Group Activity is approved, the person that submitted the request along with their Safety Coordinator, Program Lead, and Community Engagement Manager will receive the approval email.

Please select the type of activity you are requesting approval for:

Product Rally \_\_\_ Ceremony \_\_\_ Service Day \_\_\_ Badge/Journey Day \_\_\_ Day Event/Camporee \_\_\_

If other, please list the type of event: \_\_\_\_\_

Facility Name and Address: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Event: From \_\_\_\_\_ to \_\_\_\_\_

Service Community: \_\_\_\_\_ Name of Volunteer Lead: \_\_\_\_\_

Email: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Number of Expected Participants: DY \_\_\_ BR \_\_\_ JR \_\_\_ CD \_\_\_ SR \_\_\_ AMB \_\_\_

Female Adults \_\_\_ Male Adults \_\_\_

Please include a detailed explanation for the methods that will be in place to adhere to all health and safety protocols regarding the event you are requesting approval for, be sure to include schedule, safety protocols, guidelines, layout/map etc. Also include how groups will be social distancing in activities.

Always be sure to have with you at all times, the following paperwork, forms and supplies :

- Pre – Screening Forms
- Completed Rosters
- Parent Permission Forms
- GSC Covid Guidelines
- Accident Reports
- Insurance Claim Forms
- GSC Emergency Procedures
- Annual Health History for All Adults and Girls with all Medications

- Hand Sanitizer – at least 60% alcohol
- Disposable Face Masks
- Disinfecting/Sanitizing Wipes or
- Disinfectant Cleaner with Paper Towels
- Disinfectant Spray (Lysol)
- Tissues, Gloves and Garbage Bags
- Contactless Thermometers
- General First Aid Kit and Log

As the responsible adult for this event, I have checked all applicable guidelines according to the CDC and Girl Scouts of Citrus Covid 19 Specific Guidelines, Safety Activity Checkpoints and Volunteer Essentials. I have verified that all adults/ girls are aware of the protocols and all girl/adult ratios have been met:

Volunteer Name Typed : \_\_\_\_\_ Contact Email: \_\_\_\_\_

Volunteer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Name \_\_\_\_\_ Staff Signature: \_\_\_\_\_