

**Girl Scout Troops Visit Overview:**

*Date:*

*Time:*

*Location:* City Hall

*Girl Scout Badge:* Democracy Badge

*Learning Objectives:*

1. What does being an active community member mean to you?
2. How does local government work and how do local government decisions affect you?
3. How does local government interact with state and federal governments?
4. How can you get involved in local government?

*Total number of Girl Scouts:*

<b>Troop #</b>	
Troop Leader:	
Number of troops:	
Anticipated number of parents:	
Ages:	
Grades:	

**Action Items:**

- Confirm visit date, time, number of troops & length of visit.
- Confirm learning objectives for badge.
- Confirm food allergies or preferences if snacks are provided.
- Assign available staff to coordinate and facilitate visit.
- Confirm councilmember involvement.
- Book necessary facilities/rooms.
- Print copies of Mock City Hall scripts and highlight roles.
- Optional: Encourage troop leader to assign roles ahead of the visit.

**Girl Scout Troop Visit Itinerary:**

<b>Time:</b>	<b>Item:</b>	<b>Location:</b>	<b>Staff Members &amp; CMs:</b>	<b>Additional:</b>
10 Min	Meet troops in the 1 <sup>st</sup> floor lobby	City Hall Lobby	Staff: Council: <b>Lead:</b>	
20 Min	City Government Overview	4 <sup>th</sup> floor couch area	Staff: Council: <b>Lead:</b>	
40 Min	Mock City Council Meeting	Council Chambers	Staff: Council: <b>Lead:</b>	Run through mock agenda with troop
30 Min	City Budgeting Card Game	107-108	Staff: Council: <b>Lead:</b>	Play the City Budgeting Card Game
10 Min	Wrap-up/debrief	Council Chamber	Staff: Council: <b>Lead:</b>	Debrief council meeting, prepare questions for the troop about the experience