



2018 Governor's Youth Volunteer Service Awards Nomination Form

Nomination Deadline
Friday, April 13, 2018

Nominations received after this date will not be accepted

Winners will be notified in April
The awards ceremony will be held Thursday, May 24, 2018
at Polytech Adult Education Conference Center.

If you would like your nomination reviewed before final submission, email it to:
dhss_VolunteerDelaware@state.de.us

Mailed Completed Forms To:
Governor's Outstanding Volunteer Awards
c/o April Willey
State Office of Volunteerism
Williams State Service Center
805 River Road
Dover, DE 19901

Sponsored by:

Governor John Carney



You may also email your forms to:
dhss_VolunteerDelaware@state.de.us

Questions?
Call April Willey at 302-857-5006

ELIGIBILITY/SUPPLEMENTAL INFORMATION

- Any individual, group organization or business engaged in volunteer activities that address community needs within the State of Delaware is eligible for nomination.
- Individuals and groups must be engaged in volunteer activities addressing community needs within the State of Delaware.
- Nominee cannot receive employment compensation.
- Eligible nominees include individuals or youth groups where participants are 17 years old or younger.
- Individual nominees must have volunteered at least 100 hours and groups 250 hours.
- Nominees may not nominate themselves or be nominated by a family member.
 - Previous winners (individuals or groups) of any 2015, 2016 or 2017 Governor's Volunteer Awards (Youth or Adult) are not eligible for the 2018 Governor's Youth Volunteer Service Awards. State Office of Volunteerism staff, family members, commissioners and commissioner's family members are not eligible.
- Nominees must have volunteered the hours during the 2017 calendar year (January 1st– December 31st). Nominator may include additional/supplemental information about consistent, long-term volunteer service that extends over a number of years.
 - Service may not be limited to partisan political involvement or religious activities, or solely for the benefit of an organization's own membership.
 - Nominees selected as award winners will be recognized through the press and at an awards ceremony to be held in May.
 - Nominees' names, photos and nominator contact information become property of the State Office of Volunteerism and available for use to media sources and through the various State of Delaware social media sites, unless the State Office of Volunteerism receives written notification stating otherwise

AWARD CATEGORIES - CHOOSE FROM ONE OF THE FOLLOWING CATEGORIES

- **Arts/Culture** – Museums, performing arts, historical sites and programs, ethnic and cultural exploration or education programs; awareness and education for the arts.
- **Community Service** – Volunteer service to improve a neighborhood or community as a whole.
- **Education** – School or community-based learning programs; early childhood development and educational assistance at all levels.
- **Environment** – Planning or implementation efforts; education; public awareness; protection or enhancement.
- **Health and Special Needs** – Service providing physical and/or mental health care; substance abuse prevention and/or rehabilitation.
- **Human Needs** – Job training and placement; child care; youth and community recreation; services to the elderly; people with disabilities; families and/or children; assistance to homeless and/or indigent persons/families; housing and short-term crisis; social services.
- **Public Safety** – Assistance to victims of crime; public awareness and prevention programs; criminal rehabilitation; crisis intervention; disaster preparedness; firefighting and emergency medicine.
- **Social Justice/Advocacy** – Efforts to bring together diverse groups within the community to address community issues, needs, or to promote equity and justice.

A COMPLETED NOMINATION PACKETE CONSISTS OF:

Make sure to include the following:

- A completed nomination form which is page four (4) of this packet.
- A narrative (**300 words or less per question**) addressing each question (1 thru 5) listed below.
 - **Each question should be answered individually** and be neatly printed or typed.
 - If nominee has been active in a number of organizations and or has performed a variety of activities for one organization, please list ALL pertinent activities/organizations in this narrative.
- If nominating a group, include a **list with each member's name and their school name.**
- Supplemental materials may be included but may not exceed five pages.
 - Examples include letters of recommendation, testimonials, news clippings, etc.
 - These inclusions should be on activities included in the narrative, but can expound on a single effort if the nominee performed multiple activities.
 - Materials must be no larger than 8.5" X 11" Please do not submit tapes, display materials, scrap-books, etc.

TAKE NOTE:

- Type in 12 pt. font or neatly print the information.
- All materials and photos submitted become the property of the State Office of Volunteerism and will **not** be returned.
- A **high quality color digital photograph** of the nominee, suitable for publication will be requested, if chosen as a winner.
- Nominees' names, photos and nominator contact information become property of the State Office of Volunteerism and available for use to media sources and through the various State of Delaware social media sites, unless the State Office of Volunteerism receives written notification stating otherwise.

NARRATIVE QUESTIONS: MAKE SURE YOU ANSWER ALL FIVE QUESTIONS

TAKE NOTE: 300 Words or less for each question

1. Describe the volunteer activity or service, e.g., cleaning, landscaping, performing, etc.
2. Describe the scope/range of volunteer activity (the number and variety of tasks that are part of the volunteer effort) and the impact it has had on others. Has the volunteer played multiple roles in the same organization; has served in a number of organizations; has affected how many people; what geographic areas by the service(s). If nominee provided consistent volunteer service to project(s) over an extended number of years, please include details.
3. Detail the quality of the nominee's volunteer activity, e.g., it is done completely, well and on time; how did it help to meet community needs and the impact it had.
4. Describe the demonstration of leadership or innovation demonstrated within the organization or community.
5. Describe the nominee's commitment to service, e.g., number of people served, length of time served, indicate if they served the minimum requirement of 100 hours as an individual or the minimum of 250 hours as a group during the nomination year. **Make sure to include TOTAL number of hours.**

NOMINATION FORM

Please put this as the first page of your nomination packet.

You may submit your packet via email to: dhss_VolunteerDelaware@state.de.us

A. NOMINEE

Please check one: Individual or Group*

*Name

*Day phone

*Evening

*Parents/Guardian

*Day phone

*Evening

*Nominee Address

*City

*ZIP

*County

*Email

*School Name

Number of Volunteer Hours Completed

*Age of nominee

***Information for each member of a Group must be completed and submitted. Please feel free to make extra copies of this sheet as needed.**

A. Nominator

Name

Day phone

Evening

Title and Organization (if applicable)

Address

City

*ZIP

Email

Group contact name

Day phone

Evening

C. NOMINEE (check one)

Individual

Group*

* (include names of all group members and their school name(s) on a separate sheet of paper.)

D. ISSUE CATEGORY (check one)

Arts/Culture

Environment

Public Safety

Community Service

Health & Special Needs

Social Justice/Advocacy

Education

Human Needs

C. REFERENCES

List three (3) references who are familiar with the accomplishments of the nominee. The references may not be family members.

1. Name

1. Phone

1. Email

2. Name

2. Phone

2. Email

3. Name

3. Phone

3. Email