



2019 Governor's Youth Volunteer Service Awards Nomination Form

Nomination Deadline

Friday, April 5, 2019

Nominations received after this date will not be accepted

Winners will be notified in April

The awards ceremony will be held May 14, 2019

at Polytech Adult Education Conference Center

If you would like your nomination reviewed before final submission, email it to:

dhss_VolunteerDelaware@delaware.gov

Mail Completed Forms To:

Governor's Youth Volunteer Service Awards

c/o April Willey

State Office of Volunteerism

Williams State Service Center

805 River Road

Dover, DE 19901

Sponsored by:

Governor John C. Carney



DELAWARE HEALTH AND SOCIAL SERVICES
Division of State Service Centers State Office of Volunteerism
Governor's Commission on Community and Volunteer Service



You may also email your forms to:

dhss_VolunteerDelaware@delaware.gov

Questions?

Call April Willey at 302-857-5006

ELIGIBILITY/SUPPLEMENTAL INFORMATION

- Any individual or group of volunteers 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) from any 2016, 2017 or 2018 Governor's Volunteer Awards (Youth or Adult) are not eligible for the 2019 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 2018 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 PACKET CONSISTS OF:

Make sure to include the following:

- A completed nomination form which is page 4 of this packet.
- A narrative **(300 words or less per question)** addressing each question (1 through 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 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 his or her school name.**
- Supplemental materials may be included but may not exceed 5 pages.
 - ⇒ Examples include letter 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, scrapbooks, 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; served in a number of organizations? How many people were affected? What geographic areas were covered by the service(s)? If nominee provided consistent volunteer service to project(s) over an extended number of years, please provide details.
3. Detail the quality of the nominee's volunteer activity, e.g., it is done completely, well and on time. How it helped to meet community needs and describe 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 he or she served the minimum requirement of 100 hours as an individual or the minimum requirement 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@delaware.gov

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.

B. 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