

**PROVIDENCE HIGH SCHOOL
THE PRESIDENT'S VOLUNTEER SERVICE AWARD APPLICATION 2023-2024**

Name: _____

Phone Number: _____

Personal Email Address (NOT school email address): _____

Current Grade: _____

Designate Age Group and Award Level: _____

Age Group	Bronze	Silver	Gold
Teens (11–15)	50–74 hours	75–99 hours	100+ hours
Young Adults (16–25)	100–174 hours	175–249 hours	250+ hours

*Please see #3 in the Service Hour Rules below to determine age group.

Total Hours Earned: _____

Certification: By signing this form you certify that you are a US citizen or a lawfully admitted permanent resident of the US; and, you certify that the hours listed on your Documentation of Service Hours Log are true and accurate, were performed between the dates of March 14, 2023 and March 13, 2024; and, that you followed the rules detailed below in regard to the volunteer hours listed on your log; and, you certify that you are currently enrolled at Providence High School.

Signature: _____

THE PRESIDENT’S VOLUNTEER SERVICE AWARD SUMMARY LOG 2023 – 2024 AWARD YEAR

NO	PLACE/EVENT	Activity Dates	Supervising Adult Name & Email	Total Hours
1				
2				
3				
4				
5				
6				
	TOTAL HOURS			

- **The summary log does not replace the log sheets; it is to be completed after all service hours are complete as a summary of your service.**

Student Name:

GRADE:

THE PRESIDENT'S VOLUNTEER SERVICE AWARD LOG 2022-2023 AWARD YEAR

Service Hour Rules:

1. Log and cover sheet must be turned into **Ms. Haywood in the Counseling Office** no later than Friday, March 15, 2024 at 3:00 pm. You are welcome to turn in your log, summary and application beginning on February 15, 2024. **LATE SUBMISSIONS WILL NOT BE ACCEPTED FOR ANY REASON.**
2. Be certain your activity qualifies! **Volunteering** is the practice of people working on behalf of others or a particular cause **without compensation** for their time and services. Ultimately it is up to the certifying organization to determine which activities qualify for the PVSA. At Providence High School, the PTSO is the certifying organization and will determine which types of activities may count towards this award. Volunteering is generally considered an altruistic activity, intended to promote good or improve human quality of life. Please see the "PVSA What Counts" chart in the Weebly for examples of the types of activities that qualify or do not qualify.
3. ***Age category is determined by the age a volunteer is for at least 7 months out of a designated 12-month award period. Please make sure to elect the age category on page 1 of this application packet.**
4. List *each day* with activity performed and time spent on a separate line on the log sheet. For each re-occurring activity, such as a week-long activity like Vacation Bible School, you must list all dates and hours per date separately. If supervisor is the same for multiple dates, one signature with arrows drawn vertically through the signature column is acceptable. I
5. If you don't have your log sheet when you conduct your volunteer service (therefore not able to get an adult supervisor signature) you may do the following: Obtain the supervisors email address. Email them shortly after you volunteer asking them to confirm your volunteer hours/participation. When they respond, their confirmation email can be printed and attached to your log sheet in place of their signature.
6. Maximum time allowed per day for any volunteer activity is 9 hours. Time spent sleeping, eating, socializing, etc. does not qualify. Travel time counts within the maximum of 9 hours allowed per day.
7. Log must be approved and signed by an adult supervisor of sponsoring institution, who is not enrolled in high school. **No parent or family member signatures will be accepted!** Contact information for supervising adult must be current and legible for verification of hours. Incomplete Applications, Summary Page and Logs will automatically render the applicant ineligible to receive an award.
8. For an application to be considered complete, you will need to include the **front application page, summary log** and the **volunteer hour log sheet** (as many as are needed).

VOLUNTEER HOUR LOG SHEET

DATE	PLACE/EVENT	Description of Volunteer Service	Supervising Adult Name & Email	Supervising Adult Signature	Total hours per DATE
EXAMPLE 01/01/2001	Ronald McDonald House, Charlotte NC	Cooked breakfast, served breakfast and visited with guests, cleaned up kitchen. Made french toast with fresh fruit.	Anna Banana _____ abanana@ht.com	<i>Anna Banana</i>	3.25

