



## 2023 GOVERNOR'S VOLUNTEER SERVICE AWARD (GVSA) NOMINATION ELIGIBILITY AND SUBMISSION GUIDELINES

The Governor's Volunteer Service Award (GVSA) honors the true spirit of volunteerism by recognizing individuals and groups that make a significant contribution to their community through volunteer service. There are different categories for the type of nominee (senior, youth service, family, group, etc.). Additional service categories include animal, environmental, disaster, veteran/military, cultural, and so on. County recommendations are reviewed by the Commission and awards are given out in the counties. The guidelines and application form are provided below.

### ELIGIBILITY

1. Nominees must have been engaged in volunteer activities for a minimum of one year in North Carolina and benefited a community or communities in the state in a substantial, important, or unique way. Volunteer service performed outside the state will not be considered.
2. Students receiving high school or college course credits for their volunteer activities are ineligible unless the nomination is based on volunteer service that extends beyond the course requirements, in which case it must be clearly indicated in the nomination statement.
3. National Service Volunteers must be nominated for service that goes above and beyond the requirements of their national service program. Volunteer hours logged in a national service program will not be considered.
4. Previous award recipients from the last ten years are ineligible.
5. Nominees are ineligible if they receive compensation for their service.
6. Nomination cannot be based upon court-mandated community service.
7. Nomination cannot be based upon serving as a "loaned executive."
8. Self-nominations are not allowable.
9. Family members may not nominate another family member for an award.
10. Nominations for group and/or team volunteerism must be made by individuals outside of the group and/or team.
11. Director of Volunteers who are paid for their service must be nominated in the non-volunteer service category.
12. All nomination submission requirements listed below must be met.

### IMPORTANT SUBMISSION REQUIREMENTS

1. All nominations must be submitted on the 2023 Governor's Volunteer Service Award nomination form.
2. Only fully completed nomination forms will be accepted. Sections 1-5 must be completed. Incomplete nominations will not be considered for the award.
3. While we regret any inconvenience it may cause, all nominations must be typed. Handwritten forms will not be accepted. Email [volunteernc@nc.gov](mailto:volunteernc@nc.gov) for this form in Word.
4. One additional reference is required for each nomination.
5. The nomination form must be signed and dated by the nominator. Forms without a signature will be considered incomplete and not considered for the award.
6. The nominator may not serve as the only reference.
7. Nomination attachments/supporting documentation (photographs, letters, etc.) will NOT be accepted.
8. County coordinators must submit their nomination packet to the Governor's Office by Wednesday, February 15, 2023, at 5:00 p.m. County coordinators should set a local deadline for accepting nominations to allow enough time for the local selection process and submission by the due date of 2/15/23.

### AWARD SELECTION

- Award selections are based on the nominee's volunteer efforts and commitment of time, accomplishments, community impact and enhancement of the lives of others, as described on the nomination form.
- Nominations are received and evaluated at the county level. The county may submit up to 10 nominations to the Commission for consideration for the Governor's Volunteer Service Award. One of the nominees may be recommended for the Medallion Award, the highest level of volunteer recognition in the state. Please note that if the Medallion nominee is a Group/Team, or more than one person, only one physical medallion will be awarded. Medallions cannot be awarded to each member of a Group/Team and extra medallions are not available for purchase. The county may also recommend one non-volunteer (paid) Director of Volunteers to be considered for the Governor's Medallion Award.
- The Commission will select award recipients based on merit and eligibility. Recipients are selected without regard to race, ethnicity, religion, gender, national origin, or physical/mental disability.
- Nominations for the Governor's Medallion Award are reviewed and evaluated by a statewide review panel that determines the recipients of the award.

County: \_\_\_\_\_

2023 GOVERNOR'S VOLUNTEER SERVICE AWARD NOMINATION FORM

**SECTION 1 – NOMINATION CATEGORIES (COMPLETION REQUIRED)**

**SPECIAL VOLUNTEER TYPE- if applicable, if not move to Area of Volunteer Service**

- Individual:** (one person providing outstanding volunteer service)
- Group/Team:** (two or more individuals who volunteer together as a team)
- National Service:** Anyone who volunteers with a National Service program (AmeriCorps, VISTA, or Senior Corps).
- Director of Volunteers:** A paid staff member who exceeds expectations of good volunteer management skills including recruitment, training, coordination, risk management, evaluation, retention, and recognition of volunteers. *Other related job titles may include Volunteer Program Director or Manager of Volunteers.*

**AREA OF VOLUNTEER SERVICE - Mark all boxes that apply**

- Veteran/Military:** Notable service to military families or veterans.
  - Youth Service:** Extraordinary commitment to mentoring or educating youth.
  - Seniors:** Significant devotion to assisting older adults.
  - Historically Underserved Populations:** Noteworthy dedication to assisting marginalized populations.
  - Disaster:** Remarkable volunteerism in disaster preparedness, response, recovery, or mitigation activities.
  - Animals:** Outstanding dedication to volunteering with or for animals.
  - Cultural:** Remarkable devotion to restoring or preserving history, culture, or the arts.
  - Environment:** Exceptional commitment to environmental stewardship.
  - Health & Human Services:** Significant devotedness to those in need.
  - Lifetime Achievement:** An individual who has exhibited a lifelong commitment to volunteerism and community service. Nominees must have made a substantial and long-term sustained impact in the community because of their service efforts.
  - Other:** If your area of volunteer service is not listed above, please list below for consideration.
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## SECTION 2 – Nominee Information

**Title:**  Ms.  Mrs.  Mr.  Dr.  Other \_\_\_\_\_

**Name:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**If you are a youth or senior volunteer, please check the appropriate box below.**

Youth (19 or younger)  Senior (59 or older)

## SECTION 3 – Nominator and Reference Information (COMPLETION REQUIRED)

### **IMPORTANT REQUIREMENTS FOR THIS PAGE**

1. One additional reference is required.
2. The nominator and one reference must sign and date the page.
3. Forms without the required dated signatures will not be accepted.
4. The nominator may not serve as the only reference.

### **NOMINATOR/REFERENCE**

**Name:** \_\_\_\_\_

**Relationship to Nominee** (i.e., volunteer supervisor): \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ADDITIONAL REFERENCES (One Required)**

*(Person familiar with nominee's volunteer service)*

**REFERENCE #1**

**Name:** \_\_\_\_\_

**Relationship to Nominee** (i.e., volunteer supervisor): \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**REFERENCE #2 (Optional)**

**Name:** \_\_\_\_\_

**Relationship to Nominee** (i.e., volunteer supervisor): \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SECTION 4 – Service Details  
(COMPLETION REQUIRED)**

**Organization:** \_\_\_\_\_

**Average # of Hours per Week (for groups, put combined hours):** \_\_\_\_\_

**# of Weeks Volunteered Per Month:** \_\_\_\_\_

**Estimated Annual Hours (for groups, put combined hours):** \_\_\_\_\_

**SECTION 5- Nomination Statement  
(COMPLETION REQUIRED)**

**Please explain the main reasons this nominee is being nominated. Describe the nominee's outstanding commitment to volunteerism and to the agency or organization they served. Mention outstanding accomplishments and how the impact of their service has helped meet critical needs in their community. Describe the nominee's special skills, qualities and/or leadership.**

**Focus on service for the past year only – except for lifetime achievement nominees.**

*\*Except for lifetime achievement nominees, please focus on this past year of service only.*

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**SUPPLEMENTAL PAGE – Additional Information about nominee’s service**

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**SUPPLEMENTAL INFORMATION – ADDITIONAL NOMINEE NAMES (if applicable)**

**\*NOTE: This page should be completed only for Group/Team Volunteering nominees**

**Nominee Name:** \_\_\_\_\_ **County:** \_\_\_\_\_

**Member #2**

**Name:** \_\_\_\_\_

**Member #3**

**Name:** \_\_\_\_\_

**Member #4**

**Name:** \_\_\_\_\_

**Member #5**

**Name:** \_\_\_\_\_

**Member #6**

**Name:** \_\_\_\_\_

**Member #7**

**Name:** \_\_\_\_\_