Presidential Volunteer Service Award Information Sheet

The Sickle Cell Foundation of Orange County (www.scdfoc.org) is **a "Certifying Organization"** for the **Presidential Volunteer Service Award (PVSA).** This allows **SCDFOC Volunteers** to earn this award by using their acquired volunteer hours as well *as outside agencies/organization community service hours served.*

Interested students must follow the instructions listed below to create an official record of service with the PVSA organization. Appropriate documentation of service hours completed outside of The Sickle Cell Foundation of Orange County Organization, must be submitted to us directly. Once this documentation of outside service is verified, The Sickle Cell Foundation of Orange County will certify your eligibility for the PVSA.

What is the Presidential Volunteer Service Award?

The Presidential Volunteer Service Award was created to recognize and honor Americans who are engaged in their communities by way of voluntary service; that have achieved the required number of hours of service over a 12-month time period, or, for the Lifetime Award, more than 4,000 cumulative service hours over a lifetime. It is awarded by the President of the United States.

What is included with the Award?

Award packages may include up to three Award features.

- Personalized Certificate of Achievement
- Official President's Volunteer Service Award pin, medallion or coin
- Congratulatory letter from the President of United States (included with all Awards)

What is the benefit of earning the Presidential Volunteer Service Award?

The Presidential Volunteer Service Award is a prestigious national honor that highlights your commitment to serving the community and the nation. This award not only looks good on a resume (for college transfers and future job applications) but it allows you to inspire others to follow in your footsteps – to contribute to their communities through volunteer service and to make volunteer service a central part of their lives.

Eligibility

Hours are measured over a 12-month period and awards are designated based on cumulative hours. The awards are offered in multiple levels and are designed to recognize each milestone of your service achievement. Levels include bronze, silver, gold and the highest honor, the President's Lifetime Achievement Award for those who contribute more than 4,000 hours of service in their lifetime.

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Hours by Award	Bronze	Silver	Gold
Kids (5-10)	26 – 49	50 – 74	75 +
Teens (11–15)	50 – 74	75 – 99	100 +
Young Adults (16-25)	100 – 174	175 – 249	250 +
Adults (26 and older)	100 – 249	250 – 499	500+
Families and Groups*	200 – 499	500 – 999	1,000+
President's Lifetime Achievement Award: Individuals who have completed 4,000 or more hours in their lifetime			
* Two or more people, with each member contributing at least 25 hours toward the total			

*** PROCESS FOR CREATING YOUR OFFICIAL SERVICE RECORD ***

1. [Set up a username in the PVSA system, creating a profile on the President's Volunteer Service Award website](#) using the **Record of Service Key: UUC-9720,** to identify **The Sickle Cell Foundation of Orange County** as your institution.

2. Click "LOGIN" and then on the link, "Sign up for your volunteer record here!", and follow the directions to establish your official account.

3. VERY IMPORTANT – Once you login, click on the "PROFILE" tab. The most important thing that you will enter here is your **"Record of Service Key".** This key links your record with The Sickle Cell Foundation of Orange County and will allow us to see your records so that we may certify your hours.

Record Service

Key: UUC-9720 be sure to click "Update Profile" when you are done.

4. Click on the "MY SERVICE" tab to enter your service hours.

5. Click "Create a New Record. You will be asked to enter the following information for each service experience: SERVICE ACTIVITY:

- Give a general statement on what you did. For example: mentored Girl Scout troop, read to the elderly, etc.

- If you did this activity as part of **SCDFOC**, please indicate this by typing **"SCDFOC"** into your activity title. For example: Service-Learning literacy kit, Service-Learning tutoring youth, or Service-Learning internship with human services agency, etc.

- Your indication of whether or not the activity was an official Service-Learning project through an MCC course will assist the Center for Service-Learning in the approval process.

Organization Name:
o Provide the name of the organization at which you did the service.
Specific Area of Service:
o Select an option from the scroll-down menu (ex. Advocacy, children & youth, animals, etc.)
Date of Service:
o Indicate whether this was a one-time activity or if it was reoccurring.
Hours of Service:
o Indicate the number of hours of service did you do at this location on this date. The record will ask for information on location of service, description of service, and feedback. Inclusion of this information is optional. Be sure to click "Add this Activity" to submit your record.
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NOTE: Remember that your hours must be completed between January 1st and December 31st to count for the calendar year. Submit a record of service to **The Sickle Cell Foundation of Orange County,** and we will verify your hours. **Questions? Email Charon Simmons.**

Please contact us at mailto:csimmons@scdfoc.org?subject=PVSA Award for a verification form. Once your forms and logs are completed, the **SCDFOC** will certify your hours and order your award. Your recognition inspires others to take positive action to change the world!

SERVICE VERIFICATION FORM

This form should be utilized BY ANY VOLUNTEERS who are applying for the Presidential Volunteer Service Award and include hours of service completed OUTSIDE of THE SICKLE CELL FOUNDATION OF ORANGE COUNTY in their service record.

You **DO NOT** need to verify hours of service that were completed as part of a **"SCDFOC".**

Student Name: _____ Phone Number: _____

Member #: _____ Email Address: _____

SCDFOC will contact your service site(s) to confirm that the indicated service was completed. It is very important that you provide accurate contact information. Forms MUST be either emailed or faxed to: csimmons@scdfoc.org or faxed to: (949) 215-9058

Record #1

Service Activity	Organization Name	Date (s):	Supervisor Name:	Supervisor Signature:
		#Hours Completed:	**Supervisor Contact #:**	

Record #2

Service Activity	Organization Name	Date (s):	Supervisor Name:	Supervisor Signature:
		#Hours Completed:	**Supervisor Contact #:**	

Record #3

Service Activity	Organization Name	Date (s):	Supervisor Name:	Supervisor Signature:
		#Hours Completed:	**Supervisor Contact #:**	