



**TROY HIGH SCHOOL PTSA  
STUDENT LEADERSHIP GROUP  
PRESIDENT’S VOLUNTEER SERVICE AWARD  
RULES AND ELIGIBILITY**



In order to be eligible to apply for a President’s Volunteer Service Award (PVSA) with Troy High School Parent Teacher Student Association (PTSA) Student Leadership Group (SLG), student members must meet the following requirements:

- Be a United States (**US**) **citizen** or lawful permanent resident of the US (green card holder)
- Complete eligible service within a **12-month** period (June 1st to May 31st)
- Attend at least **5 meetings** for general SLG members (contribute to PVSA level)
- Participate in at least **25 hours** for PTSA related activities (include workshops)
- Submit complete **application package** starting May 15th and no later than May 31st by 11:59 pm PT (email fillable files and document scan to [studentleaders@troypsta.com](mailto:studentleaders@troypsta.com))

Troy High PTSA will cover the basic award package that includes a personalized certificate of achievement and congratulatory letter from the US president.

**Eligible Service According to PVSA:**

- Unpaid acts of volunteer service benefitting others
- Eligible Service does not include:
  - Donating funds
  - Political lobbying (non-partisan voter registration is an eligible activity)
  - Religious instruction
  - Conducting worship service
  - Proselytizing
  - Volunteer service performed as part of court-ordered community service
  - Serving only family members

**Hours Required to Earn Awards in Each Age Group:**

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

- Age as of the PVSA application submission date in May

**PVSA Application Package Requirements:**

- **PVSA application** form, including student certification of information (use fillable pdf)
- **Community service verification** form for each organization, including contact information, supervisor signature, and student certification of service hours (use fillable pdf)
- **Volunteer service record** for all eligible service, including date, benefitting organization, activity description, hours, and verification information (use fillable Excel)
- Application will be considered complete when all required documentation above are turned in online before the deadline. Paper, incomplete, and late applications will not be accepted.

**Service Hour Rules:**

- Be certain your activity qualifies under PVSA rules. As a PVSA certifying organization, Troy High School PTSA will determine which types of activities may count towards this award. Please see “Examples of What Counts Toward PVSA” section below.
- List each day with activity performed and time spent on a separate line on the service record. For each recurring activity, such as a week-long Vacation Bible School, you must list all dates and hours per date separately.
- Maximum time allowed per day for any volunteer activity is 10 hours. Time spent sleeping, eating, socializing, etc. does not qualify.
- Community service verification and service record must be approved and signed by an adult supervisor of the benefitting organization. No parent or family member signatures will be accepted. Contact information for supervising adult must be current for verification of hours. Incomplete application, community service verification, and volunteer service record will automatically render the applicant ineligible to receive an award.
- If you are not able to get an adult supervisor signature when you conduct your volunteer service, you may 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 community service verification in place of their signature.

**Examples of What Counts Toward PVSA:**

Counts	Does Not Count
Volunteering to play an instrument or sing at a nursing home. Time spent at a nursing home with residents performing and visiting counts.	Practice time to prepare to volunteer and perform at the nursing home does not count towards PVSA hours.
Volunteering as a peer mentor or as supervised or directed by teacher at extra-curricular school activity*. There can be no incentive provided monetarily or with grades and extra credit as this is considered “payment.”  *May not be performed during a student's class time (PE, math, etc.).	Helping a friend or classmate with homework or to study for a test.
Participating in 5K as long as it is for fundraising event either as a runner/walker or as a volunteer to help out at the event.  Please use integrity when reporting time spent participating as a runner/walker in a fundraising 5K.	Participating in a 5K that is not a fundraiser (e.g., “The Color Run”).

Counts	Does Not Count
Time spent raising money for a cause (lemonade stand, etc.) also counts towards volunteer hours accrued.	Donating money to a cause.
Volunteering with youth groups for community projects (Habitat for Humanity, Meals on Wheels, Community Garden, etc.) or participating in service activities through a school club.	Being part of a leadership club, student council at school or as a member of youth group/religious school. Meetings do not count.
<p>Volunteer work with a church, temple, or synagogue.</p> <p>Volunteering with children in Vacation Bible School or tutoring children in Hebrew may count as volunteer work.</p> <p>Volunteering to drive a person coming to your church, temple, or synagogue to do charity work counts.</p>	<p>Volunteer work with a religious organization may count so long as students do not proselytize (to try to persuade people to join a religion, cause, or group).</p> <p>Volunteering for your church, temple, synagogue when it involves participation in religious rituals does not count (e.g., serving as an altar server, preparing or giving sermons, assisting clergy with religious rituals or services, lighting candles in synagogue, singing/dancing/performing during a religious service does not count)</p> <p>Giving up your room/bed to host a missionary or other public sector worker does not count.</p>
Babysitting in a faith-based nursery, daycare, women or men’s shelter, or community center counts.	<p>Babysitting for friends or family, or for any compensation.</p> <p>Participating in a training program, learning to be a camp counselor or youth leader (CIT, LIT)</p>
Volunteering with language club, or other school sponsored clubs - in the community - may count towards the PVSA.	Hosting a foreign exchange student is a wonderful thing to do, but does not count as volunteer work.
Preparing and delivering food or other necessities to others in need as part of a volunteer position with a community based organization counts.	Helping a friend, family member, or neighbor in crisis is a wonderful thing to do, and often is the right thing to do; however, this help does not qualify as “volunteer work” in the community.