Write in clear, concise language with bulleted format on page 2 of this form. Provide the selection committee details and evidence that showcases how the volunteer efforts have contributed to Individual Accomplishment, Teamwork and Dedication and made an overall positive impact within the unit/organization/agency and the Fort Sill and surrounding communities. **Volunteers may not be nominated by the same agency for two consecutive years.**

Please include the number of hours volunteered in the bulleted comments. Nominees must be registered in the Volunteer Management Information System (VMIS) at www.myarmyonesource.com IAW AR 608-1, para. 5-9 n.

**MS WORD DIGITAL NOMINATIONS DUE NLT COB Friday, 9 FEBRUARY 2018 to** daniel.p.farrell10.civ@mail.milAll nominees will be recognized at the Helping Hands Awards Ceremony on 20 April 2018 at 1800 at the Patriot Club, 500 Upton Road, Fort Sill, OK. For more information, contact the Army Volunteer Corps Program Manager at daniel.p.farrell10.civ@mail.mil 580-442-4682.

|  |  |
| --- | --- |
| Name/Rank |  |
| Home Address: |  |
| Home Phone: |  | Cell |  | Work |  |
| E-Mail: |  |
| Unit or Agency: |  |
| Category (Highlight one) | 1. Active Duty/DA Civilian  |
|  | 2. Active Duty Spouse/Family Member |
|  | 3. Retiree/Retiree Spouse |
|  | Volunteers of the Year will be selected from each of these categories. |

**Nominating Official**

|  |  |
| --- | --- |
| Rank/Title: |  |
| Name: |  |
| Unit or Agency: |  |
| E-mail: |  |
| Phone: |  |

**Agency Director or Battalion/Brigade Commander**

|  |  |
| --- | --- |
| Rank/Title: |  |
| Name: |  |
| Unit or Agency: |  |
| E-mail: |  |
| Phone: |  |

Volunteer Name:

Nominator Name and Rank:

Category (highlight one)

Active Duty/DA Civilian – Active Duty Spouse/Family Member – Retiree/Retiree Spouse:

**Do not include names or specific unit information in the bulleted comments.** For example, use Battery FRG Leader not B/1-30th FRG Leader and do not use names or rank, please use words like service member, Volunteer, etc.

Grading will be weighted on the following criteria:

**ACCOMPLISHMENT**

1-5 points -- Displays an ability to be receptive to new ideas and learn rapidly and adapt quickly to changing situations.

1-5 points -- Demonstrates enthusiasm, drive and determination.

1-8 points -- Accomplishments that have benefited the Fort Sill and surrounding communities.

1-5 points -- Honors and awards received.

**TEAMWORK**

1-5 points -- Supports others in the organization.

1-5 points -- Shares responsibilities and creates opportunities for involvement with others.

1-5 points -- Encourages teamwork and capitalizes on the talents of all.

**DEDICATION**

1-8 points -- Is a strong, reliable member of the organization who fulfills all commitments and meets expectations.

1-5 points -- Length of time and number of hours of service to the community.

1-5 points -- How they have helped others overcome adversity.

**Please provide a three to five sentence synopsis on why this person is deserving of this award.**