

**XVIII Airborne Corps and Fort Bragg  
Regulation 608-1**

**Personal Affairs**

**Fort Bragg Installation  
Volunteer Recognition  
and Awards Program**

**Headquarters  
XVIII Airborne Corps and Fort Bragg  
Fort Bragg, NC  
27 April 2009**

# ***SUMMARY OF CHANGES***

XVIII Airborne Corps and Fort Bragg Regulation 608-1  
Fort Bragg Installation Volunteer Recognition and Awards Program

This revised regulation supersedes Fort Bragg Regulation 608-1, Fort Bragg Installation Volunteer Recognition and Awards Program dated 12 August 2003 --

- Includes information and requirements for the Department of the Army (DA) Volunteer Management Information System (VMIS), an Army-wide web system located on the [www.myarmyonesource.com](http://www.myarmyonesource.com) site as it relates to volunteer registration and documentation of hours.
- Changes Iron Mike Award for volunteer service nomination limit from three to six per organization/brigade size unit. All other criteria remains the same.
- Eliminates the documented minimum 1,000 hour requirement for the DA Commander's Award for Public Service and the Outstanding Civilian Service Medal. However, there must be sufficient hours documented to reflect the justification and the level of the award.
- Adds an incentive pin effective October 2007 for VMIS registration and documentation.
- Establishes a second installation level award (Making the Difference Award) that can be presented to volunteers upon departure, or for other service where higher level awards are not justified.
- Provides updated forms.
- Updates awards matrix with correct web information.

Personal Affairs

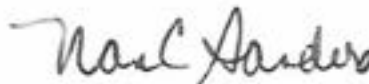
**Fort Bragg Installation Volunteer Recognition and Awards Program**

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FOR THE COMMANDER:

  
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Colonel, GS  
Chief of Staff

Official:

  
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Director of Human Resources

**History.** This publication replaces XVIII Airborne Corps and Fort Bragg Regulation 608-1, 12 August 2003.

**Summary.** This regulation provides installation guidance and criteria for volunteer awards.

**Applicability.** This regulation applies to all personnel, military and civilian under XVIII Airborne Corps and Fort Bragg Command.

**Proponent.** The proponent of this regulation is the Directorate of Family and Morale, Welfare and Recreation, IMSE-BRG-MWA-V, Fort Bragg, NC 28310-5000.

**Distribution.** This publication is distributed in electronic media only.

**Restrictions.** Approved for public release; distribution unlimited. Local reproduction authorized.

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\*This regulation supersedes Fort Bragg Regulation 608-1, dated 12 August 2003.

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## **Glossary**

## **Chapter 1**

### **Introduction**

#### **1-1. Purpose**

This regulation establishes policy, responsibility, and procedures for managing and administering the Fort Bragg Installation Volunteer Recognition and Awards Program.

#### **1-2. References**

Required references are listed in appendix A.

#### **1-3. Explanation of abbreviations and terms**

Abbreviations and special terms used in this regulation are explained in the glossary.

## **Chapter 2**

### **General Information**

#### **2-1. Organization/Unit Recognition**

a. Volunteers play an essential role in installation programs that affect Soldier, family, organization, and installation readiness. Recognition for volunteer service not only fosters retention, but also promotes continued volunteer program development.

b. It is critical that units/organizations establish an internal recognition schedule that fits their own needs/requirements. Guidelines may be established in the organization's standard operating procedures or other publications, such as a Family Readiness Group (FRG) handbook. Unit commanders and/or activity directors should work closely with volunteer coordinators, Family Readiness Support Assistants, FRG Leaders, etc. to develop these guidelines. The Army Volunteer Corps Coordinator (AVCC) can provide assistance.

#### **2-2. Volunteer Status**

a. Statutory volunteers. Federal statute, 10 U.S.C. § 1588, gives the Department of Defense authority to accept certain voluntary services. When properly registered and working under a written position description, volunteers are covered under the Worker's Compensation Act and the Federal Tort Claims Act. Authorized programs include, but are not limited to, the following:

- (1) Medical, dental, nursing, or other health-care related programs.
- (2) Museum or natural resources program.
- (3) Programs providing services to members of the Armed Forces and their families to include:
  - (a) Family support programs.

- (b) Child development and youth programs.
- (c) Library and education programs.
- (d) Religious programs.
- (e) Housing referral programs.
- (f) Employment assistance programs to assist spouses of such members.
- (g) Morale, welfare, and recreation programs, to the extent not covered within 10 U.S.C. § 1588.
- (h) Member of a funeral honors detail under 10 U.S.C. § 1491.

b. Private organization volunteers. Private organizations are self-sustaining, non-Federal entities which are operated on Army/Department of Defense (DoD) installations, such as the spouses clubs, the Bragg n' Barn Thrift Shop, the Fort Bragg Area Community Foundation, Boy/Girl Scouts, etc. Volunteers participating in activities sponsored by these organizations, whether or not it in direct support of an installation activity, are the responsibility of the sponsoring organization, to include all liability.

### **Chapter 3**

#### **Award Process**

#### **3-1. Registration and Hour Documentation**

a. Statutory volunteers. All statutory volunteers must be registered at the installation level with the AVCC office using the Department of the Army's web-based tracking system, the Volunteer Management Information System (VMIS). The system is available at [www.mvarmyonesource.com](http://www.mvarmyonesource.com). In addition to the web-based registration, a Department of Defense (DD) Form 2793, Volunteer Agreement for Appropriated Fund Activities or Non-appropriated Fund Instrumentalities must be completed for each statutory activity (appendix B-1). Youth volunteers age 13 through 17 must also be registered through the Child and Youth Services, Youth Education Supplemental Services office. A parent/guardian must sign the DA Form 5671, Parent Permission Form (appendix B-2). The original copy of the DA 2793 must be kept in the unit/organization files, with a copy sent to the AVCC office for inclusion in the installation master database.

b. Private organization volunteers. Authorized private organization volunteers do not qualify for benefits as outlined under the federal statute, therefore **do not** complete DD Form 2793. Private organizations, whose primary mission is to provide service to the installation, Soldiers and their Families, may request to participate as an installation volunteer program. Approval will

allow organization volunteers to participate in all installation sponsored activities such as awards, training, and quarterly/annual recognition activities. All volunteers associated with the private organization must also be registered within the DA VMIS and will follow the same hour documentation procedures as statutory volunteers.

c. DA VMIS.

(1) The VMIS was developed and implemented worldwide as a tracking mechanism for volunteer hours. Volunteers are required to register and document their hours within this system. A basic "How to Guide" is available on the [www.fortbraggmwr.com](http://www.fortbraggmwr.com) website and is updated when system changes occur to assist volunteers with this process.

(2) Units, installation activities, and authorized private organizations must identify an organization point of contact (OPOC) to ensure volunteer applications are submitted/approved, and hours are input/certified each month. The individual volunteer is responsible for input of their hours for each volunteer position not later than the 5th of each month. The OPOC is required to certify all hours within their designated unit/organization not later than midnight Pacific Standard Time the 15th of each month. Hours not input/certified by the 15th are not reflected in the installation volunteer report. Missing and/or uncertified hours can affect overall award nomination/qualification.

(3) Volunteer service in off-post activities can be documented by the volunteer in their personal profile. These hours must be documented in the Other Services section of their Volunteer Profile as they are not Army activities. Hours must be documented on the DA Form 4713, Volunteer Daily Time Sheet (appendix B-3), and verified by an official in the organization in which the hours were provided, i.e. school, civic organization, etc. The form is then turned into the IVS office for input into the volunteer's profile. Hours documented in off-post activities do not count toward awards that recognize direct service to the installation, i.e. Iron Mike Award for volunteer service.

### 3-2. Award Nominations

a. Several things must be taken into consideration prior to the submission of an award nomination. The Awards Checklist outlines specific requirements and is helpful when completing the submission (appendix C-1). Nominations for all Fort Bragg, United States Army Forces Command (FORSCOM), and DA awards described in this regulation require submission of DA Form 1256, Incentive Award Nomination and Approval (appendix C-2). A type-written justification, in either bullet or paragraph format, must accompany the nomination explaining why the volunteer is deserving of the specific award. Written justifications must provide specific, quantifiable details on the volunteer activity. The justification should not focus on any activity that is not recognized by the Army as official service, i.e. fundraising. Failure to provide these details will be returned without action. The volunteer awards matrix gives an overview of the type of awards available, approval levels, and required process time (appendix D-1).

b. Nominations can be made at any level within the unit/organization; however, the appropriate commander, as specified in this regulation, must sign as the approving official. The packet is then forwarded to the Director, Family and Morale, Welfare, and Recreation, IMSE-BRG-MWA-V (ATTN: Installation Volunteer Services), Fort Bragg, NC 28310, for processing. The award information will be documented in the volunteer profile in VMIS.

c. Active duty military, Department of the Army civilians, and contract employees are not eligible for volunteer awards that in any way reflect similar duties for which the individual is being paid. An award may be presented however, for service which is completely unrelated to paid duties, i.e. an active duty Soldier may be recognized as a youth sports coach. Nominations are reviewed on a case by case basis.

d. The Department of the Army requires all installation volunteers to be registered and document their hours. Award nominations for volunteer service will not be processed if the volunteer is not properly registered. The appropriate certificate, ribbon, and medal will be issued to the parent activity by the AVCC for preparation and presentation to the volunteer. Public service awards for civilians other than volunteers are processed through the Fort Bragg Civilian Personnel Advisory Center, PECH-SCR-N, Building 2-1105, D Stack, Macomb Street, 2715 Reilly Road, Stop A, Fort Bragg, NC 28307-5000.

e. Commanders must verify volunteer registration and documentation of hours in order to present awards that are not typically processed through the IVS office, i.e. Dr. Mary E. Walker Award, which is processed through the Command Sergeants Major channels, and the Military Outstanding Volunteer Service Medal. Individuals who have performed volunteer services and are deserving of these awards are also required to be registered and document appropriate hours. A courtesy copy of the award should be forwarded to the IVS office in order to document the award in the volunteer's file.

f. Units/organizations must submit their paperwork in sufficient time to allow for processing of the award and preparing it for presentation. The unit/organization is responsible for having the award(s) framed and should ensure the recipient is recognized at an appropriate function so as not to detract from the significance of the volunteer's contributions, or from the dignity and prestige of the award. While not mandatory, framing of awards in all categories is encouraged.

g. Recognition of volunteers must start at the unit/organization level. Installation and higher level awards are progressive and based on the level/impact of service. Awards should be explored in this order: unit/organization, Fort Bragg installation awards, FORSCOM awards, and DA awards.

h. Unit/organization awards are processed at their respective levels. Once presented, the OPOC or the volunteer should document the award in VMIS. This allows for more appropriate future recognition when previous awards are documented and viewable by OPOC and/or AVCC.



i. The written justification for any award is critical. Units/organizations must ensure the individual writing the nomination portrays a detailed and accurate view of the contributions made by the volunteer. The decision as to whether a volunteer meets all prerequisites and deserves the award for which he/she has been nominated is a subjective one made by the Installation Volunteer Awards Review Committee based on established award criteria and the written justification. Committee members represent a cross section of the volunteer community leadership. Nominations must describe in detail demonstrated leadership, initiative, manner of performance, level of responsibility, tangible results, and/or the degree in which a volunteer's contributions affect Soldier and Family readiness. Awards are based on merit, and no volunteer is automatically entitled to a service award upon departure from a unit/organization. Awards are also never based on the sponsor's rank and must never be presented based on the sponsor's position.

j. The Installation Awards Review Committee reviews and approves/disapproves the Iron Mike Award for Volunteer Service, as well as major Army command (MACOM) and Department of the Army level awards. This ensures criteria for the award is met, allows for consistency and fairness across the board, and ensures the integrity of the awards are maintained.

## **Chapter 4**

### **Volunteer Awards and Criteria**

#### **4-1. Organization/Unit Awards**

**Certificate of Achievement/Appreciation.** This award is presented to volunteers for contributions to the specific activity. The award is considered an "internal" award with qualifying criteria established by the unit/organization. The approval level can be the organization Director, O-3 or above commander, First Sergeant, etc. as determined by the unit/organization. Certificates or other awards are the responsibility of the unit/organization. Unit commanders may use appropriated funds to pay for printing of award certificates to be used for volunteer recognition.

#### **4-2. Fort Bragg Installation Level Awards**

a. Installation Certificate of Appreciation – Making the Difference Award.

- (1) Signed by any member of the unit/organization leadership.
- (2) Presented for volunteer contributions to an organization/unit that may not necessarily qualify the volunteer for other installation or higher-level awards.
- (3) Appropriate for use as a farewell award, specifically battalion/brigade-level commander/command sergeant major/sergeant major spouses.
- (4) Approval authority is any commander within the unit/organization.

b. Installation Achievement Pin. Based solely on documentation of hours within the DA VMIS, volunteers are awarded an initial achievement pin after reaching 250 hours, and add on pins for subsequent milestones. Presentation of this award began 1 October 2007. Hours documented prior to this date are not counted.

c. Iron Mike Award and Star Pins for volunteer service. The commanding general or designated representative presents the Iron Mike Award and Star Pins for service to the installation at a quarterly reception. Nominations for the award are limited to six per brigade-size unit or organization per quarter. Individuals cannot be awarded more than two Iron Mike awards within a calendar year. Only volunteer hours documented at Fort Bragg after 1 October 2000 are counted toward Iron Mike criteria. Accrual of hours is on-going and do not restart at the beginning of a new year. Registered youth volunteers are also eligible for this award as long as established criteria are met. The reception months and cutoff dates for nominations are as follows:

<u>Nomination Period</u>	<u>Nomination Due NLT</u>	<u>Reception Date</u>
October-December	COB First Friday of January	January
January-March	COB First Friday of April	April
April-June	COB First Friday of July	July
July-September	COB First Friday of October	October

If the first Friday of the month falls on a Federal or official training holiday, the deadline will be the next business day following the original deadline.

(1) Iron Mike Pin.

(a) Significant impact on the immediate organization during the designated quarter.

(b) Volunteer has been recognized at the unit/organization level for their individual contributions.

(c) A minimum of 300 hours documented in the VMIS (may be a combined total from more than one organization, however the hours for the service nominated must coincide with the written justification).

(d) Volunteer may not receive more than one Iron Mike Pin.

(e) Nomination may be submitted by anyone with direct knowledge of the nominee's volunteer service record. The justification must be written in bullet format and must outline the volunteer's contribution(s) in detail.

(f) Approval of the nomination is by the organization's director, O-6 Commander/Command Sergeant Major (CSM), or above. This is an approval of the nomination only and does not automatically signify approval of the award.

(2) Iron Mike Bronze Star.

(a) Significant impact on the organization/unit or contributions to an organization or installation special event; such as the Family Readiness Group event, Military Spouse Day, Scout event, etc..

(b) A minimum of 500 hours must be documented in the VMIS (may be a combined total from more than one organization, however the hours for the service nominated must coincide with the written justification).

(c) Must have previously received the Iron Mike Pin.

(d) Anyone with direct knowledge of the individual's volunteer services can make the nomination. The justification must be written in bullet format and outline the volunteer's contribution(s) in detail.

(e) Approval of the nomination is by the organization's director, the O-6 Commander/CSM, or above.

(f) The Bronze Star justification must outline additional and/or more significant contributions than the justification for the Iron Mike Pin and cannot be a duplicate submission.

(g) Volunteers may receive more than one Bronze Star, however, the justification for subsequent stars must be completely separate from previous award.

(3) Iron Mike Silver Star.

(a) Service impacts a larger segment of the entire community (contributes to the accomplishment of the Fort Bragg mission or to the welfare of Soldiers and Family members).

(b) A minimum of 750 hours must be documented in the VMIS (may be a combined total from more than one organization/unit, however the hours for the service nominated must coincide with the written justification).

(c) Anyone with direct knowledge of the individual's volunteer service can make the nomination. The justification must be written in bullet format and outline the volunteer's contribution(s) in detail.

(d) Approval of the nomination is by the organization's director, the O-6 Commander/CSM, or above.

(e) Must have previously received Iron Mike Pin and Bronze Star.

(f) Volunteers may receive more than one Silver Star, however, the written justification for each subsequent star must be completely separate from previous award and must reflect significant impact on the unit/organization/community.

(4) Iron Mike Gold Star.

(a) Recognizes outstanding and distinguished support to the unit and/or Fort Bragg community in **at least two or more organizations or agencies**. Exceptional service in one organization where the volunteer service has significant, tangible, community wide impact may be considered for the gold star as long as the justification provides clear, specific details.

(b) Must hold a leadership position in the organization submitting the nomination.

(c) Volunteer efforts are significant in nature and produce tangible results (i.e., increased profits in Thrift Shop, Military Spouse Day Conference Committee, etc.).

(d) A minimum of 1,000 hours must be documented in the VMIS (may be a combined total from more than one on-post organization/unit, however the hours for the service nominated must coincide with the written justification).

(e) Anyone with direct knowledge of the individual's volunteer services can make the nomination. The justification must be written in bullet format and outline the volunteer's contribution(s) in detail.

(f) Approval of the nomination is the organization's director, O-6 Commander/CSM, or above.

(g) Must have previously received the Iron Mike Pin, Bronze Star, and Silver Star.

(h) Volunteer may not receive more than one Gold Star.

d. Youth Incentive Awards. Three programs are in place to recognize youth for their volunteer service through the Child and Youth Services (CYS) Youth Education and Support Services (YESS). Hours must be verified by the volunteer supervisor and submitted monthly. Incentive items are selected by youth and may include t-shirts, backpacks, compact disk cases, caps, etc. Specific items are subject to change based on funding and interest.

(1) The School Age and Middle School Recognition Program is designed for youth volunteers age 6 through 12. The program emphasizes group community service activities (housing area, Youth Center, school clubs, etc.) and provides incentives based on certified hours from the site supervisor and/or passport.

(2) The Teen Recognition Program, designed for youth volunteers age 13 through 18,

emphasizes individual and group community service activities. Items are awarded as specific hour milestones are reached, i.e., 25, 50, 75, 100, etc..

(3) The Preschool Recognition Program is designed for youth ages 3 through 5 and emphasizes group service activities. Children enrolled in the CYS programs can participate in volunteer projects and receive age appropriate awards based on participation.

e. America's Promise Certificate.

(1) A minimum of 50 hours of volunteer service must be completed and certified.

(2) Hours must be documented in the CYS, YESS office.

(3) Individuals with knowledge of the service provided can make nominations for this award.

(4) Approval authority is the CYS, YESS office.

#### 4-3. FORSCOM Awards

a. FORSCOM Commander's Award for Volunteer Service.

(1) Governed by FORSCOM Regulation 672-1, 1 October 1997.

(2) Presented for exceptional volunteer service and meritorious contributions beyond the installation level.

(3) Should have previously received the Outstanding Civilian Service Award; however, extraordinary volunteer involvement and magnitude of contribution may serve as a basis for exceptions to this requirement.

(4) Approval authority is the Commander, FORSCOM.

b. Dr. Mary E. Walker Award.

(1) Registration and hour documentation at the installation level must be verified prior to forwarding of award nomination for approval.

(2) Documentation must be provided to the unit/organization OPOC and AVCC office for awards presented by installation units no more than 10 days after presentation. This information should also be documented in the volunteer's profile in VMIS.

(3) Detailed guidance is outlined in FORSCOM Regulation 215-5, 1 June 1996.

(4) Presented to spouses (male and female) whose achievements and performance merit special recognition.

(5) Primary staff responsibility will be the unit Command Sergeant Major and will include reviewing award packets in conjunction with the Sergeant Audie Murphy Club selection boards each quarter, as well as oversight and monitoring of award recipients at their appropriate levels.

(6) Not a short term or single event recognition.

(7) Volunteers may receive only one award.

(8) Volunteer should be an active member of the unit Family Readiness Group or an individual who actively supports (in a clearly distinguishable manner) a military organization that does not have an organized FRG.

(9) Quality, not quantity, should be the rule. Level of individual sacrifice and dedication, level of merit, quality, and impact of the volunteer's accomplishment should be considered. The length of time spent in a volunteer position or number of hours may be included but are not required.

(10) Volunteer service may be at several installations or with more than one organization/unit.

(11) Volunteer must not have received a monetary award for contributions that are the focus of the nomination.

#### **4-4. Department of the Army Awards**

AR 672-20, Incentive Awards, dated 29 January 1999, governs implementation and policies for this category. Recipients are limited to civilians who are not employed by the Army or Army contractors, Federal Government officials at the policy development level, and technical personnel who serve the Army in an advisory capacity or consultants. Uniformed military personnel are not eligible. Recommendations must be based on specific achievement or service normally covering the entire period of service. The DA Public Service Awards should be presented solely on the merit of contributions made by the volunteer and not as farewell awards or based on the rank/position of the sponsor. Unit/organization, installation, and MACOM awards should be explored prior to presentation of DA awards.

##### **a. Certificate of Appreciation.**

(1) Presented for accomplishments when a higher-level award is not appropriate.

(2) Approval authority is any commander.

(3) May be signed by any member of the command group.

b. Civilian Award for Humanitarian Service.

(1) Presented for a period of service during which the individual performed significant humanitarian actions, deeds, or achievements, either to their unit, organization, or the community.

(2) Achievements deserving DA-wide recognition should be submitted to the Secretary of Army for approval.

(3) Approval authority is the local commander at the MACOM level or higher.

c. Certificate of Appreciation for Patriotic Civilian Service.

(1) Presented for patriotic civilian service that contributes to the mission of an Army activity, command, or staff agency, or to the welfare of Army personnel. The award consists of a lapel button and certificate, DA Form 7012 (Certificate of Appreciation for Patriotic Civilian Service). The lapel button will accompany the certificate when the award is presented as an individual award.

(2) Volunteer must demonstrate uncommon initiative, leadership, and motivation to warrant a DA level award.

(3) Award should be considered before the Commander's Award for Public Service, and after unit/organization, installation, and MACOM level awards.

(4) Approval authority is the organization's director, O-5 Commander, or above within the organization/unit.

(5) Should ***not*** be presented as a farewell award.

d. Commander's Award for Public Service.

(1) Presented in recognition of service or achievements that contribute significantly to the accomplishment of the mission of an Army activity, command, or staff agency. The award consists of a bronze medal, lapel button, and certificate, DA Form 5231 (Commander's Award for Public Service).

(2) Approval authority is the organization's director, O-6 Commander or above, commanders with courts martial authority within the unit, principal officials of Headquarters Department of the Army staff agencies and officials of general officer or SES rank.

(3) Although there is no specific hour requirement, the justification must reflect the volunteer's uncommon initiative, leadership, and motivation to warrant this DA level award. Hours will be reviewed to ensure the written justification coincides with the hours documented.

The award ranks directly below the Outstanding Civilian Service Award, and consideration should be given to this award after unit level, installation and MACOM level awards.

(4) Should not be presented as a farewell award.

e. Outstanding Civilian Service Award.

(1) Presented for outstanding service that makes a substantial contribution or is of significance to the MACOM concerned to include, but is not limited to, policy development and implementation.

(2) The award consists of a bronze medal, lapel button, and citation certificate, DA Form 7017 (Outstanding Civilian Service Award).

(3) Approval authority is the MACOM commander, who may delegate this authority to any commander in the rank of major general or above. The current delegations memorandum is available through the IVS office.

(4) Although there is no specific hour requirement, the justification must reflect the volunteer's uncommon initiative, leadership, and motivation to warrant this DA level award. Hours will be reviewed to ensure the written justification coincides with the hours documented. Consideration should be given to this award after unit-level, installation and MACOM level awards.

f. Military Outstanding Volunteer Service Medal (MOVSM).

(1) Established by Executive Order 12830 (9 January 1993) and is governed by AR 600-8-22, dated 11 December 2006.

(2) Awarded to members of the Armed Forces of the United States who, subsequent to 31 December 1992, performed outstanding volunteer community service of a sustained, direct, and consequential nature.

(3) Individual service must be: 1) to the civilian community, to include the military family community; 2) be significant in nature and produce tangible results; 3) reflect favorably on the military service and the Department of Defense; and 4) be of a sustained and direct nature.

(4) While there is no specific time threshold to qualify (for example, 500 hours of service within 24 calendar months), approval authorities shall ensure the service to be honored merits the special recognition afforded by the medal.

(5) Intended to recognize exceptional, direct community support over time and not a single act or achievement. For the purpose of this award, attending membership meetings or social events of a community service group is not considered qualifying service.



(6) Approval authority is the commander, serving in the rank of brigadier general or higher and colonel level who exercise general court martial authority.

#### **4-5. Special Category Awards**

These awards include, but are not limited to the following:

a. Shield of Sparta Heroine of the Infantry.

(1) Awarded to a spouse who has contributed significantly to the mission of the infantry.

(2) Symbolizes spouses as true patriots with selfless ideals and their courage to send their infantrymen into harms way.

(3) Must be nominated by an active member of the National Infantry Association (NIA).

(4) Approval authority is the Chief of the Infantry and the NIA President.

b. The Honorable Order of Molly Pitcher.

(1) Awarded to individuals who have contributed significantly to the improvement of the field artillery community.

(2) Nominating officials must be field artillerymen.

(3) Local approval authority is field artillery unit commanders, O-6 or above.

c. Order of St. Joan D'Arc Medallion.

(1) Awarded to spouses who have significantly contributed to the morale, welfare, and spirit of armor and cavalry units.

(2) Nominees may be associated with the active, reserve, National Guard units or retirees. Local approval authority are unit commanders, O-6 or above.

d. Order of Anne Morrow Lindbergh Award.

(1) Established by the U.S. Army Aviation Center in 1997.

(2) Awarded to aviation spouses who truly go above and beyond all others, demonstrating the highest standards of integrity and moral character, displaying an outstanding degree of personal ethics, and selflessly serves the aviation community with distinction.

(3) No more than one award per battalion-size agency per year.

(4) Approval authority is the appropriate unit commander, O-6 or above.

#### **4-6. Other Awards**

Current applications, criteria, nomination procedures, and organization/agency websites on these and other volunteer awards are available through the AVCC office.

- a. Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award is presented to an individual(s) or organization that exemplifies personal qualities of patriotism, generosity, and selfless dedication to the members of the Armed Forces through an outstanding humanitarian act or service.
- b. North Carolina Governor's Award for Volunteer Service honors outstanding individuals providing exceptional volunteer service to the citizens of the state.
- c. Very Important Patriot Award is presented by the National Military Family Association to recognize exceptional volunteers worldwide whose outstanding service contributes to improving the quality of life in their military and/or local civilian communities.
- d. Newman's Own Award for Excellent Military Community Service is presented by Newman's Own, Fisher House Foundation, Inc., and Military Times Newsweek Group to recognize private organizations who develop and implement an innovative program that improve the quality of life for military families and their communities.
- e. President's Service Award is presented by the Points of Light Foundation to honor outstanding individuals, families, groups, organizations, businesses, etc., engaged in voluntary community service addressing unmet human service, educational, environmental, and public safety needs.
- f. President's Student Service Award is presented by the Points of Light Foundation to recognize young people for their outstanding community service and to encourage more young people to serve.

## **Appendix A References**

### **Section I Required Publications**

This section contains no entries.

### **Section II Related Publications**

AR 608-1  
Army Community Service Center (chap 5, appendix C, H, J-4)

AR 672-20  
Incentive Awards

AR 600-8-22  
Military Awards (para 2-16)

DA Pamphlet 672-20  
Incentive Awards Handbook

DOD 1000.15  
Private Organizations on DoD Installations

FORSCOM Reg 215-5  
Dr. Mary E. Walker Award

FORSCOM Reg 672-1  
Forces Command Commander's Award for Volunteer Service

**Appendix B**  
**Registration**

- B-1. DD Form 2793, Volunteer Agreement for Appropriated Fund Activities and Nonappropriated Fund Instrumentalities
- B-2. DA Form 5671, Parental Permission
- B-3. DA Form 4713, Volunteer Daily Time Record

**Appendix B-1**

**DD Form 2793, Volunteer Agreement for Appropriated Fund Activities and Nonappropriated Fund Instrumentalities**

VOLUNTEER AGREEMENT FOR			
<input type="checkbox"/> APPROPRIATED FUND ACTIVITIES		<input type="checkbox"/> NONAPPROPRIATED FUND INSTRUMENTALITIES	
<b>PRIVACY ACT STATEMENT</b>			
<p><b>AUTHORITY:</b> Section 1552 of Title 10, U.S. Code, and E.O. 9397.</p> <p><b>PRINCIPAL PURPOSE(S):</b> To document voluntary services provided by an individual, including the hours of service performed, and to obtain agreement from the volunteer on the conditions for accepting the performance of voluntary service.</p> <p><b>ROUTINE USE(S):</b> None.</p> <p><b>DISCLOSURE:</b> Voluntary; however failure to complete the form may result in an inability to accept voluntary services or an inability to document the type of voluntary services and hours performed.</p>			
<b>PART I - GENERAL INFORMATION</b>			
1. TYPED NAME OF VOLUNTEER <small>(Last, First, Middle Initial)</small>		2. SSN	3. DATE OF BIRTH <small>(MM/DD/YYYY)</small>
4. INSTALLATION		5. ORGANIZATION/UNIT WHERE SERVICE OCCURS	
6. PROGRAM WHERE SERVICE OCCURS		7. ANTICIPATED DAYS OF WEEK	8. ANTICIPATED HOURS
9. DESCRIPTION OF VOLUNTEER SERVICES			
<b>PART II - VOLUNTEER IN APPROPRIATED FUND ACTIVITIES</b>			
<p><b>10. CERTIFICATION</b></p> <p>I expressly agree that my services are being provided as a volunteer and that I will not be an employee of the United States Government or any instrumentality thereof, except for certain purposes relating to compensation for injuries occurring during the performance of approved volunteer services, tort claims, the Privacy Act, criminal conflicts of interest, and defense of certain suits arising out of legal malpractice. I expressly agree that I am neither entitled to nor expect any present or future salary, wages, or other benefits for these voluntary services. I agree to be bound by the laws and regulations applicable to voluntary service providers, and agree to participate in any training required by the installation or unit in order for me to perform the voluntary services that I am offering. I agree to follow all rules and procedures of the installation or unit that apply to the voluntary services I will be providing.</p>			
a. SIGNATURE OF VOLUNTEER		b. DATE SIGNED <small>(MM/DD/YYYY)</small>	
11. a. TYPED NAME OF ACCEPTING OFFICIAL <small>(Last, First, Middle Initial)</small>	b. SIGNATURE	c. DATE SIGNED <small>(MM/DD/YYYY)</small>	
<b>PART III - VOLUNTEER IN NONAPPROPRIATED FUND INSTRUMENTALITIES</b>			
<p><b>12. CERTIFICATION</b></p> <p>I expressly agree that my services are being provided as a volunteer and that I will not be an employee of the United States Government or any instrumentality thereof, except for certain purposes relating to compensation for injuries occurring during the performance of approved volunteer services and liability for tort claims as specified in 10 U.S.C. Section 1552(d)(2). I expressly agree that I am neither entitled to nor expect any present or future salary, wages, or other benefits for these voluntary services. I agree to be bound by the laws and regulations applicable to voluntary service providers, and agree to participate in any training required by the installation or unit in order for me to perform the voluntary services that I am offering. I agree to follow all rules and procedures of the installation or unit that apply to the voluntary services that I am offering.</p>			
a. SIGNATURE OF VOLUNTEER		b. DATE SIGNED <small>(MM/DD/YYYY)</small>	
13. a. TYPED NAME OF ACCEPTING OFFICIAL <small>(Last, First, Middle Initial)</small>	b. SIGNATURE	c. DATE SIGNED <small>(MM/DD/YYYY)</small>	
<b>PART IV - TO BE COMPLETED AT END OF VOLUNTEER'S SERVICE BY VOLUNTEER SUPERVISOR</b>			
14. AMOUNT OF VOLUNTEER TIME DONATED			15. SIGNATURE
a. YEARS (2,007) <small>Maximum 7 years</small>	b. WEEKS	c. DAYS	
17. a. TYPED NAME OF SUPERVISOR <small>(Last, First, Middle Initial)</small>			b. DATE SIGNED <small>(MM/DD/YYYY)</small>
16. TERMINATION DATE <small>(MM/DD/YYYY)</small>			

DD FORM 2793, FEB 2002

PREVIOUS EDITION IS OBSOLETE.

Exception to Standard Form 50 granted by Office of Personnel Management (OPM) action.

**Appendix B-2**  
**DA Form 5671, Parental Permission**

<b>PARENTAL PERMISSION</b> For use of this form, see AR 608-1; the proponent agency is GACDAM.	
<b>SECTION I</b>	
I, _____ <input type="checkbox"/> parent <input type="checkbox"/> guardian, give my permission for _____ (name of child), to volunteer at _____ (name of agency/activity) on _____ (installation) on _____ (date or day of week) from _____ (time).  I understand that my child will be performing the following volunteer services:  _____ _____ _____ (Description of volunteer service performed)	
<b>SECTION II - FOR APPROPRIATED FUND ORGANIZATIONS</b>	
I understand _____ (name of child) will be performing as a volunteer and he or she is not, because of these services, an employee of the United States Government or any instrumentality thereof <i>except for certain purposes relating to criminal conflicts of interest, the Privacy                      Act, tort claims and workman's compensation coverage concerning incidents occurring during the                      performance of approved volunteer service as specified in 10 USC Section 1588(d)(1))</i> and shall receive no present or future salary, wages, or related benefits as payment for these volunteer services.	
TYPED-PRINTED NAME OF PARENT OR GUARDIAN _____	
SIGNATURE OF PARENT/GUARDIAN _____	DATE (YYYYMMDD) _____
<b>SECTION III - FOR NON APPROPRIATED FUND ORGANIZATIONS</b>	
I understand _____ (name of child) will be performing services as a volunteer and he or she is not, because of these services, an employee of the United States Government or any instrumentality thereof <i>except for certain purposes relating to tort claims and                      workman's compensation coverage concerning incidents occurring during the performance of approved                      volunteer service as specified in 10 USC Section 1588(d)(2))</i> and shall receive no present or future salary, wages, or related benefits as payment for these volunteer services.	
TYPED-PRINTED NAME OF PARENT OR GUARDIAN _____	
SIGNATURE OF PARENT/GUARDIAN _____	DATE (YYYYMMDD) _____

DA FORM 5671, JUL 2003

DA FORM 5671, MAY 1999, IS OBSOLETE

USAFS 811 200

**Appendix B-3**  
**DA Form 4713, Volunteer Daily Time Record**

VOLUNTEER DAILY TIME RECORD																																	
For use of this form, see AR 608-1; the proponent agency is OACSM																																	
<b>INSTRUCTIONS</b>																																	
Upon resignation, retirement or transfer, the original of this record will be furnished for the personal file of the volunteer and a duplicate will be maintained at the organization for at least three years. In case of transfer, a duplicate record will be furnished to the gaining organization upon request of the volunteer. Upon completion of the calendar year, the annual total will be recorded on DA Form 4162.																																	
NAME																												YEAR					
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL	
JAN																																	
FEB																																	
MAR																																	
APR																																	
MAY																																	
JUN																																	
JUL																																	
AUG																																	
SEP																																	
OCT																																	
NOV																																	
DEC																																	
TOTAL:																																	

DA FORM 4713, JUL 2003

DA FORM 4713, MAY 99, IS OBSOLETE

ISSN 4713

**Appendix C**  
**Awards Forms**

C-1. Volunteer Awards Checklist

C-2. DA Form 1256, Incentive Award Nomination and Approval



Appendix C-1

VOLUNTEER AWARDS CHECKLIST  
(Updated 2/24/09)

Please use the following checklist when planning awards for your volunteers. Refer to FB Regulation 608-1 for award information, criteria, and appropriate submission timelines.

1. Verify registration of the volunteer. Volunteer must have a current registration within the DA VMIS and have a DD 2793 on file with the IVS office. \_\_\_\_\_
  
2. Verify hours documented for the volunteer. If hours are not documented, hours must be input by the OPOC (broken down by month for the designated time period) prior to submitting the award packet. \_\_\_\_\_
  
3. Identify the award most suited for the volunteer. Use the Volunteer Award Matrix in the back of FB 608-1 for guidance. DA Public Service awards are progressive awards and should be given in the order designated unless extraordinary service is reflected in the justification. **AWARDS ARE NEVER PRESENTED BASED ON THE RANK/POSITION OF THE SOLDIER AND SHOULD NOT BE PRESENTED SOLELY AS A FAREWELL TOKEN.** \_\_\_\_\_
  
4. Prepare DA 1256, Incentive Award Nomination and Approval and have appropriate approval authority sign. This form is not used for the Iron Mike Award for Volunteer Service. \_\_\_\_\_
  
5. Prepare a written justification on why the volunteer is being nominated for the award. PLEASE PROVIDE SPECIFIC DETAILS as to the nature of the service to include dates, etc. Samples available in IVS office. \_\_\_\_\_
  
6. Prepare the draft citation, provide the name/signature block of the Individual signing the award, and presentation date. \_\_\_\_\_
  
7. Provide original documentation outlined in #4, #5, #6 above to ACS, Installation Volunteer Services Office, Soldier Support Center, Bldg. 4-2843, Normandy Drive with ample time to process and obtain appropriate signature on certificate. Please refer to the Volunteer Awards Matrix in FB 608-1 for timelines. \_\_\_\_\_

*For award selection guidance or more information,  
contact the Installation Volunteer Services Office at 396-8160.*

## Appendix C-2 Incentive Award Nomination and Approval

INCENTIVE AWARD NOMINATION AND APPROVAL				
For used this form, see AR 672-20, the proponent agency is Office of the Deputy Chief of Staff for Personnel				
PART I - TO BE COMPLETED BY OPERATING OFFICE				
1. EMPLOYEE LAST NAME - FIRST NAME - MI		2. SOCIAL SECURITY NO	3. ORGANIZATION (Abbreviations)	
4. PRESENT POSITION, TITLE, GRADE AND SALARY		5. POSITION HELD DURING PERIOD COVERED IN NOMINATION (If different than in item 4)		
6. TYPE OF AWARD RECOMMENDED				
ALL NOMINATIONS WILL BE LISTED AND INCLUDE THE DOCUMENTATION REQUIRED BY DA FORM 672-20				
a. HONORARY		b. MONETARY		
DECORATION FOR OPTIONAL OULAN SERVICE	COMPANION AWARD FOR OULAN SERVICE	QUALITY STEP INCREASE		
MERITORIOUS OULAN SERVICE AWARD	ACHIEVEMENT MEDAL FOR OULAN SERVICE	PERFORMANCE AWARD \$		
SUPERIOR OULAN SERVICE AWARD	CERTIFICATE OF ACHIEVEMENT	SPECIAL ACTS SERVICE AWARD \$		
OTHER (Specify)		ON-THE-SPOT CASH AWARD \$		
c. PERIOD OF SERVICE TO BE RECOGNIZED (MO/YR - MO/YR)		TIME OF AWARD		
7. NOMINATING OFFICER				
a. TYRDN NAME AND TITLE	b. SIGNATURE	c. TELEPHONE NUMBER AREA CODE ( )	d. DUE	
PART II - TO BE COMPLETED ONLY FOR AWARDS FORWARDED TO HQDA (OFFICER)				
8. INDICATE IF NOMINATION IS CONSISTENT WITH PARAGRAPH 2 IN AR 672-20 (Circle yes or no - if no please explain on separate page)				
YES	a. TYRDN NAME REGULAR EMPLOYMENT OPPORTUNITY ORDER	b. SIGNATURE	c. DATE	
NO				
YES	d. TYRDN NAME OULAN PERSONNEL ORDER	e. SIGNATURE	f. DATE	
NO				
PART III - TO BE COMPLETED BY LOCAL INCENTIVE AWARDS COMMITTEE - RECOMMEND				
9. APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> OTHER <input type="checkbox"/>				
COMPUTE FOR MONETARY AWARDS RECOMMENDED				
AMOUNT RECOMMENDED \$	SINGLE MONETARY BENEFITS \$	NON-MONETARY BENEFITS	ESTIMATED FIRST YEAR SAVINGS	
PART IV TO BE COMPLETED BY APPROPRIATE APPROVING AUTHORITY (S)				
ACTION/USE	APPROVED (if monetary value amount)	DISAPPROVED	ADDITIONAL ORG AWARD	SIGNATURE TITLE AND DATE
10. LOCAL COMMITTEE CHAIRPERSON				
11. INSTALLATION COMMANDER OR DESIGNATED REPRESENTATIVE				
12. MAJOR COMMAND REVIEW COMMITTEE				
13. COMMANDER OF MAJOR COMMAND OR DESIGNATED REPRESENTATIVE				
14. DEPARTMENT OF THE ARMY INCENTIVE AWARDS BOARD				

DA FORM 1256, APR 93

EDITION OF OCT 78 MAY BE USED UNTIL DEPLETED

USAFPC 10

## Appendix D

### D-1. Awards Matrix

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Award Level	Award Name	Approval Level	Process Time	Reference
Organization/Unit	Certificate of Appreciation/Others Omer Token	Org Dist/Unit Cdr O-3 or above	Organization Unit discretion	Fort Bragg Reg 608-1 <a href="http://www.fortbragg.army.mil/issuance/FBRReg608-1.pdf">www.fortbragg.army.mil/issuance/FBRReg608-1.pdf</a>
Installation	Iron Mike Award for Volunteer Service (1 and Pin and Decree, Silver, Gold Stars	Org Dist/Unit Cdr O-3 or above; verified by IVC	Presented quarterly	Fort Bragg Reg 608-1 <a href="http://www.fortbragg.army.mil/issuance/FBRReg608-1.pdf">www.fortbragg.army.mil/issuance/FBRReg608-1.pdf</a>
Installation	Making the Difference Certificate of Appreciation	Org Dist/Unit Cdr O-3 or above	30 days	Fort Bragg Reg 608-1 <a href="http://www.fortbragg.army.mil/issuance/FBRReg608-1.pdf">www.fortbragg.army.mil/issuance/FBRReg608-1.pdf</a>
Installation	Youth Incentive Awards	CYS-YLSS	30 days	Fort Bragg Reg 608-1 <a href="http://www.fortbragg.army.mil/issuance/FBRReg608-1.pdf">www.fortbragg.army.mil/issuance/FBRReg608-1.pdf</a>
Installation	Youth Priorities Passport Award of Merit	Org Dist/Unit Cdr O-3 or above	30 days	Fort Bragg Reg 608-1 <a href="http://www.fortbragg.army.mil/issuance/FBRReg608-1.pdf">www.fortbragg.army.mil/issuance/FBRReg608-1.pdf</a>
FORSCOM	Commander's Award for Volunteer Service	FORSCOM Commander	45 days	<a href="http://www.fortbragg.army.mil/issuance/FBRReg608-1.pdf">www.fortbragg.army.mil/issuance/FBRReg608-1.pdf</a> FORSCOM Reg 215-5 <a href="http://www.forscom.army.mil/issuance/FBRReg608-1.pdf">www.forscom.army.mil/issuance/FBRReg608-1.pdf</a>
FORSCOM	Dr. Mary E. Walker Award	Installation/ COMUS CSM	Locally set in conjunction with SGT Audie Murphy Board	
Department of the Army Public Service	Certificate of Appreciation	Local Commander	30 days	AR 672-20, Chapter 9, para. 9-7 <a href="http://www.asia.army.mil">www.asia.army.mil</a>
Department of the Army Public Service	Civilian Award for Humanitarian Service	Commander, MACOM and above	60 days	Additional local guidance provided in FBI Reg 608-1 AR 672-20, Chapter 9, para. 9-4 <a href="http://www.asia.army.mil">www.asia.army.mil</a>
Department of the Army Public Service	Certificate of Appreciation for Parolee Civilian Service	Commanders, O5 and above	60 days	Additional local guidance provided in FBI Reg 608-1 AR 672-20, Chapter 9, para. 9-5 <a href="http://www.asia.army.mil">www.asia.army.mil</a>
Department of the Army Public Service	Commander's Award for Public Service	O5 and Above • Commanders • warrant-official • authority	60 days	AR 672-20, Chapter 9, para. 9-4 <a href="http://www.asia.army.mil">www.asia.army.mil</a>
Department of the Army Public Service	Outstanding Civilian Service Award	Secretary of the Army, MACOM Cdr or designee O5 or above	60 days	Additional local guidance provided in FBI Reg 608-1 AR 672-20, Chapter 9, para. 9-5 <a href="http://www.asia.army.mil">www.asia.army.mil</a>
Department of the Army Public Service	Secretary of the Army Public Service Award	Secretary of Army/ALAB	90 days	AR 672-20, Chapter 9, para. 9-2.1 <a href="http://www.asia.army.mil">www.asia.army.mil</a>

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Department of the Army Public Service	Association for Distinguished Civilian Service	Secretary of the Army	90 days	AR 672-20, Chapter 9, para 9-2 <a href="http://www.usgpa.army.mil">www.usgpa.army.mil</a>
Department of the Army Military Award	Military Outstanding Volunteer Service Medal	Commanders, G5 and above	30 days	AR 600-5-22, Chapter 2, para. 2-23 <a href="http://www.usgpa.army.mil">www.usgpa.army.mil</a>
Department of Defense	Sec of Defense Award for Outstanding Public Service FXXII Medal for Distinguished Public Service	DKKX/MIAH DKKX/MIAH	90 days 90 days	DA Pam 672-20, Chapter 5, para. 5-5 <a href="http://www.gpd.army.mil/pdffiles/p672-20.pdf">www.gpd.army.mil/pdffiles/p672-20.pdf</a> DA Pam 672-20, Chapter 5, para. 5-4 <a href="http://www.usgpa.army.mil">www.usgpa.army.mil</a>
Department of Defense Defense	Presidential Medal of Freedom Presidential Citizens Medal	DKKX/MIAH DKKX/MIAH	90 days 90 days	DA Pam 672-20, Chapter 5, para. 5-2 <a href="http://www.usgpa.army.mil">www.usgpa.army.mil</a> DA Pam 672-20, Chapter 5, para. 5-3 <a href="http://www.usgpa.army.mil">www.usgpa.army.mil</a>
Branch-Related	Azac Meatron Landberg Award	Commanders, G6 and above	60 days	US Army Aviation Center, Fort Rucker AL <a href="http://www.uckr.army.mil">www.uckr.army.mil</a> <a href="http://files.usmc.mil/secure/landberg_award.htm">files.usmc.mil/secure/landberg_award.htm</a> United States Field Artillery Association <a href="http://www.usfaa.com">http://www.usfaa.com</a>
Branch-Related	Mully Truck Award	1/A Commanders, G6 and above	30 days	United States Armor Association <a href="http://www.usaar.org">http://www.usaar.org</a> National Infantry Association <a href="http://www.nia.org">http://www.nia.org</a>
Branch-Related	Order of St. Joan D'Arc	Armor G6 and above	30 days	Click services at top, then awards
Branch-Related	Shield of Sparta	NIF Committee	30 days	Aging Community Service <a href="http://www.MyArmyAid.org/communitary.htm">http://www.MyArmyAid.org/communitary.htm</a>
Military-Related	Emma Harter Reed Award for Distinguished Volunteer Service (AMCS)	Commander, Community and Family Support Center	Submission to MATVM N1 F1 Sep	
Military-Related	Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award	EXOD Recognition Committee	Submission to DA Committee for action NLT 30 May	AR 672-16, Chapter 3 <a href="http://www.afd.army.mil/pdffiles/p672-16.pdf">www.afd.army.mil/pdffiles/p672-16.pdf</a>
Other	Very Important Person Award	Submission to NMHA	Due to NMVA May each year	National Military Family Association <a href="http://www.nmfa.org">www.nmfa.org</a> The Service Triangles <a href="http://www.servicetriangles.com">www.servicetriangles.com</a>
Other	Neseman's Own Award for Finest Male Military Community Service			
Other	Daily Point of Light Award			Point of Light Foundation <a href="http://www.pointoflight.org">www.pointoflight.org</a> Point of Light Foundation <a href="http://www.pointoflight.org">www.pointoflight.org</a>
Other	Peacemaker's Service Award (PMH)			

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Other	Mc Pinney Golden Rule Award			<a href="http://www.ahca101.com/article.cfm?id=ahca101-24549">www.ahca101.com/article.cfm?id=ahca101-24549</a>
Other	Jefferson Award			<a href="http://www.jeffersonaward.org">www.jeffersonaward.org</a>
Other	Congressional Award (Yearly)			<a href="http://www.congressionalaward.org">http://www.congressionalaward.org</a>
Other	President's Student Service Award (Yearly)			<a href="http://www.presidentstudentaward.gov">http://www.presidentstudentaward.gov</a>

## **Glossary**

### **Section I Abbreviations**

#### **ACS**

Army Community Service

#### **AVCC**

Army Volunteer Corps Coordinator

#### **CPAC**

Civilian Personnel Advisory Center

#### **CSM**

Command Sergeant Major

#### **CYS**

Child and Youth Services

#### **DA**

Department of the Army

#### **DFMWR**

Directorate of Family and Morale, Welfare, and Recreation

#### **DOD**

Department of Defense

#### **FORSCOM**

U. S. Army Forces Command

#### **FRG**

Family Readiness Group

#### **MACOM**

major Army command

#### **NIA**

National Infantry Association

#### **OPOC**

organization point of contact

**SES**

Senior Executive Service

**VMIS**

Volunteer Management Information System

**YESS**

Youth Education and Support Services

**Section II****Terms**

This section contains no entries.

**Section III****Special Abbreviations and Terms**

This section contains no entries.