

## Requirements for PVSA Nomination

1. Only AYMC members will be nominated.
2. The following volunteer hours from AYMC (plus volunteer hours from other organizations) are required for:  
At least 30 hours for gold award, 25 hours for silver award, and 20 hours for brown award.
3. The candidates are required to provide photocopy of the evidence for a U.S. citizen or a lawfully admitted permanent U.S. resident (green card), a photocopy of the evidence of birthdate, a cover sheet, the statement letters, and a volunteer time sheet (see the samples).
4. Please follow the cover sheet sample carefully and include all the below information.
  - a) The service period cannot be longer than 12-month (365 days).
  - b) The birth date is required to evaluate what award the candidate is qualified.
  - c) The age category is determined by the age the candidate was for at least 7 months within the 12-month calendar year. For example, if the candidate was 16 for 7 months within the year in question, that candidate would qualify within the 16-25 age group. See the table below.

5. The statement letters should be offered by formal organizations in a formal format. Personal confirmation letters are not accepted.

The statement letter should have:

- a) The letter head of the organization where the volunteer work was done.
- b) The start date and the end date of the volunteer work.
- c) The total hours of the volunteer work.
- d) The signature and contact information (email address and phone number) of the person who is in charge of the volunteer work.

6. Volunteer time sheet should be well organized in chronological order. Please follow the sample carefully. The total hours on the time sheet should be equal to the total hours listed on the statement letter.

7. Please email your documents to [ligongus@yahoo.com](mailto:ligongus@yahoo.com).  
Request through phone call and Wechat is not accepted.

8. Only documents in PDF, Word and Excel are accepted. Google docs is not acceptable.

9. The nominations are submitted to PVSA office on every Jan. 1, Mar. 1, May 1, July 1, Sept. 1 and Nov. 1.

If any of above requirements can not be met, the candidate will not be nominated.  
Updated documents can be re-sent to the club for the nomination later.

10. It's the candidate's own responsibility to follow these requirements. Our club has no obligation for further explanation. For more information, please read the PVSA website: <https://presidentialserviceawards.gov/eligibility>

<b>Hours Required to Earn Awards in Each Age Group</b>				
<b>Age Group</b>	<b>Bronze</b>	<b>Silver</b>	<b>Gold</b>	<b>Lifetime Achievement Award</b>
Kids (5–10 years old)	26–49 hours	50–74 hours	75+ hours	4,000+ hours
Teens (11–15)	50–74 hours	75–99 hours	100+ hours	4,000+ hours
Young Adults (16–25)	100–174 hours	175–249 hours	250+ hours	4,000+ hours
Adults (26+)	100–249 hours	250–499 hours	500+ hours	4,000+ hours