

Arkansas Community Service Awards

Individual and Youth Nomination Form Instructions

Finalists from each category are chosen throughout the year from June to May. Forms should be submitted to:
DHS-Division of Community Service & Nonprofit Support
Arkansas Community Service Awards
700 S. Main Street PO Box 1437 Slot S-230 Little Rock, AR 72203.

For more information please contact our office at 501-682-7540 or check our website for more details and to download nomination forms:
www.humanservices.arkansas.gov/dcsns

Attach the following statements detailing why you feel your nominee should be considered for a Community Service Award.

Please answer the following three questions:

- 1. Description of Volunteer Service:** What Volunteer work has the nominee done? Please describe the activity/activities. How long has the nominee done this service, and how often? Does the nominee volunteer for other organizations? If so, you may include this information and get supporting documents from those groups/organizations. The more information about the nominee's impact on the community, the better!
- 2. Impact of Volunteer Service:** How has the service impacted the community where the nominee resides? What makes it meaningful for the recipient?
- 3. Personal Qualities:** Why is this person outstanding in his/her volunteer service? How do his/her personal qualities contribute to his/her volunteer work? What makes the volunteering meaningful to him/her?

Additional supplementary material may be submitted along with the nomination. Accompanying materials may include letters, news clippings, pamphlets, etc.

PLEASE DO NOT SUBMIT TAPES, CASSETTES, DISPLAY MATERIALS, FILMS, SCRAPBOOKS, BOOKS, ETC., AS THEY WILL NOT BE CONSIDERED IN JUDGING THE NOMINATION.

A photograph of the nominee is not required but encouraged. Supplementary material should be copied or mounted on letter size (8 1/2" x 11") paper. **(SUPPLEMENTARY MATERIAL SHOULD NOT EXCEED 5 PAGES AND WILL NOT BE RETURNED; PLEASE SEND COPIES IF YOU WANT TO KEEP THE ORIGINAL.)**

The Arkansas Community Service Awards are sponsored by DHS Division of Community Service and Nonprofit Support, the Governor's Office, KARK, and the Duncan Law Firm. A \$500 cash award will be donated to a nonprofit organization designated by the recipient