

2023 JBSA VOLUNTEER EXCELLENCE AWARD (VEA) COVER SHEET

Writing the Nomination: Nomination will be a single sheet (page 2). Direct, fact-filled, results-oriented nominations are preferred. The nomination should emphasize the benefits realized by the volunteer service and include qualifying factors that are out of the ordinary. Categories to be reviewed are: Leadership and Management, Scope of Responsibility, Innovative and Creative Ideas, Community Involvement, Initiative, and Reliability. Nominators should be specific when giving the time frame of the accomplishment. Nomination forms are due by **Wednesday, 1 March 2023**. Refer the **Volunteer Excellence Award (VEA) Guidance** for eligibility, nominating procedures, and selection criteria.

NOTE: Narrative should contain volunteer activities spanning over the nominees lifetime.

NAME OF NOMINEE: _____

Office Symbol: _____

Address: _____

City, State & Zip: _____

Telephone: (Day) _____ (Evening) _____

Email: _____

NAME OF NOMINATOR: _____

Grade/Rank: _____ Office Symbol: _____

Address: _____

City, State & Zip: _____

Telephone: (Day) _____ (Evening) _____

Email: _____

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The Volunteer Excellence Award (VEA) is a Lifetime Achievement Award.

Nominations will be one-page, single-spaced narrative. The nomination should emphasize the benefits realized by the volunteer service and include qualifying factors that are out of the ordinary. Categories to be reviewed are: leadership and management, scope of responsibility, innovative and creative ideas, community involvement, initiative and reliability. Nominators should be specific when giving the time frame of the accomplishment. Please do not include the volunteer's name. (Limited to 43 lines.)