



Fort Carson Annual Volunteer Award Recognition Ceremony

15 May 2018

(Nomination Packet due 8 March 2018)

Fort Carson Commanding General's Certificate of Appreciation

Fort Carson Columbine Award of Excellence

Fort Carson Award for Exemplary Service Award

Volunteer of the Year for Adults

Youth Volunteer of the Year

Fort Carson Volunteer Hall of Fame

Fort Carson Commanding General's Certificate of Appreciation

Award Description	The Fort Carson "Commanding General's (CG's) Certificate of Appreciation (COA)" recognizes any outstanding volunteer annually.
Award Presentation	This is an annual volunteer award and can be presented at a venue of the unit/directorate/organization's discretion. This award will be processed but will not be presented at the installation Annual Volunteer Award recognition rather it will be given back to unit/organization/agency to be presented at their own internal volunteer award recognition. Agencies should coordinate with the AVCC to ensure that nominations are received and the certificates will be available on time for their internal volunteer recognition ceremonies
Components	Certificate signed by the Installation Commanding General.
Approving Authority	Fort Carson Commanding General
Criteria	<ul style="list-style-type: none"> • Volunteer is registered in the Volunteer Management Information System (VMIS). • Volunteer has submitted volunteer hours into VMIS. • No minimum hours are required.
Submission Packet	<ul style="list-style-type: none"> • Installation volunteer nomination form. • Memorandum of nomination <ul style="list-style-type: none"> ○ Volunteer name/organization ○ Dates for period of volunteer service ○ Total volunteer hours contributed ○ Justification statement of noteworthy accomplishments • No citation is required for this award
Staffing Channels	<ul style="list-style-type: none"> • Endorsed award nomination will be submitted to the AVCC 60 days prior to the presentation date. • Unit • BN S1 • BDE S1 • Army Volunteer Corps Coordinator (AVCC) • DIV FRL • SGS / CoS
Notes	The point of contact for this award is Mr. Joey Bautista, Fort Carson AVCC. Additional information about this award can be obtained by calling Mr. Bautista at 719-526-1082 or via e-mail at josesimo.r.bautista.civ@mail.mil

Fort Carson Columbine Award of Excellence

Award Description	The Fort Carson “Columbine Award” recognizes any outstanding volunteer annually.
Award Presentation	This is an annual award and is presented at the Annual Installation Volunteer Award Ceremony.
Components	Certificate signed by the Installation Commanding General; glass ornament
Approving Authority	Fort Carson Commanding General
Criteria	<ul style="list-style-type: none"> • Volunteer is registered in the Volunteer Management Information System (VMIS). • Volunteer has submitted volunteer hours into VMIS. • Volunteered in two (2) or more separate agencies/organizations on Fort Carson and off post community. Volunteered a minimum of 250 hours for the previous calendar year. • Volunteered in one (1) agency/organization on Fort Carson and off post community. Volunteered a minimum of 350 hours for the previous calendar year.
Submission Packet	<ul style="list-style-type: none"> • Installation volunteer nomination form. • Memorandum of nomination <ul style="list-style-type: none"> ○ Volunteer name/organization ○ Dates for period of volunteer service ○ Total volunteer hours contributed ○ Justification statement of noteworthy accomplishments • No citation is required for this award
Staffing Channels	<ul style="list-style-type: none"> • Endorsed award nomination will be submitted to the AVCC 60 days prior to the presentation date. • Unit • BN S1 • BDE S1 • Army Volunteer Corps Coordinator (AVCC) • DIV FRL • SGS / CoS
Notes	The point of contact for this award is Mr. Joey Bautista, Fort Carson AVCC. Additional information about this award can be obtained by calling Mr. Bautista at 719-526-1082 or via e-mail at josesimo.r.bautista.civ@mail.mil

Fort Carson Award for Exemplary Service

Award Description	The Fort Carson “Exemplary Award” recognizes any outstanding volunteer annually.
Award Presentation	This is an annual award and is presented at the Annual Installation Volunteer Award Ceremony. This award is given at the rate of one (1) per Battalion or Agency so should be reserved for the organization’s top volunteer.
Components	Certificate signed by the Installation Commanding General; glass plaque
Approving Authority	Fort Carson Commanding General
Criteria	<ul style="list-style-type: none"> • Volunteer is registered in the Volunteer Management Information System (VMIS). • Volunteer has submitted volunteer hours into VMIS. • Volunteered in two (2) or more separate agencies/organizations on Fort Carson and off post community. Volunteered a minimum of 500 hours for the previous calendar year. • Volunteered in one agency/organization on Fort Carson and off post community. Volunteered a minimum of 600 hours for the previous calendar year.
Submission Packet	<ul style="list-style-type: none"> • Installation volunteer nomination form. • Memorandum of nomination <ul style="list-style-type: none"> ○ Volunteer name/organization ○ Dates for period of volunteer service ○ Total volunteer hours contributed ○ Justification statement of noteworthy accomplishments • No citation is required for this award
Staffing Channels	<ul style="list-style-type: none"> • Endorsed award nomination will be submitted to the AVCC 60 days prior to the presentation date. • Unit • BN S1 • BDE S1 • Army Volunteer Corps Coordinator (AVCC) • DIV FRL • SGS / CoS
Notes	The point of contact for this award is Mr. Joey Bautista, Fort Carson AVCC. Additional information about this award can be obtained by calling Mr. Bautista at 719-526-1082 or via e-mail at josesimo.r.bautista.civ@mail.mil

Volunteer of the Year (for Adults)

Award Description	The Fort Carson “Volunteer of the Year” recognizes any outstanding adult volunteer annually.
Award Presentation	This is an annual award is presented at the Annual Installation Award Ceremony.
Components	Certificate signed by the Installation Commanding General; trophy
Approving Authority	Fort Carson Commanding General
Criteria	<ul style="list-style-type: none"> • Nominees will go through a selection board administered by the Army Volunteer Corps voting committee. • Five (5) awards will be given annually. • Volunteer is registered in the Volunteer Management Information System (VMIS). • Volunteered in two (2) or more separate agencies/organizations on Fort Carson and off post community. • Volunteer has submitted volunteer hours into VMIS. • Volunteered a minimum of 750 hours for the previous calendar year.
Submission Packet	<ul style="list-style-type: none"> • Installation volunteer nomination form. • Memorandum of nomination which demonstrates exceptional service warranting selection as Volunteer of the Year <ul style="list-style-type: none"> ○ Volunteer name/organization ○ Dates for period of volunteer service ○ Total volunteer hours contributed ○ Justification statement of noteworthy accomplishments • Proposed Citation
Staffing Channels	<ul style="list-style-type: none"> • Endorsed award nomination will be submitted to the AVCC 60 days prior to the presentation date. • Unit • BN S1 • BDE S1 • Army Volunteer Corps Coordinator (AVCC) • DIV FRL • SGS /CoS
Notes	The point of contact for this award is Mr. Joey Bautista, Fort Carson AVCC. Additional information about this award can be obtained by calling Mr. Bautista at 719-526-1082 or via e-mail at josesimo.r.bautista.civ@mail.mil

Youth Volunteer of the Year

Award Description	The Fort Carson “Youth Volunteer of the Year” recognizes any outstanding youth volunteer under the age of 18 annually.
Award Presentation	This is an annual award is presented at the Annual Installation Award Ceremony.
Components	Certificate signed by the Installation Commanding General; trophy
Approving Authority	Fort Carson Commanding General
Criteria	<ul style="list-style-type: none"> • Nominees will go through a selection board administered by the Army Volunteer Corps voting committee. • Five (5) awards will be given annually. • Volunteer is registered in the Volunteer Management Information System (VMIS). • Volunteer has submitted volunteer hours into VMIS. • Volunteer under the age of 18. • Volunteered a minimum of 100 hours for the previous calendar year.
Submission Packet	<ul style="list-style-type: none"> • Installation volunteer nomination form. • Memorandum of nomination which demonstrates exceptional service warranting selection as Volunteer of the Year <ul style="list-style-type: none"> ○ Volunteer name/organization ○ Dates for period of volunteer service ○ Total volunteer hours contributed ○ Justification statement of noteworthy accomplishments • Proposed Citation
Staffing Channels	<ul style="list-style-type: none"> • Endorsed award nomination will be submitted to the AVCC 60 days prior to the presentation date. • Unit • BN S1 • BDE S1 • Army Volunteer Corps Coordinator (AVCC) • DIV FRL • SGS / CoS
Notes	The point of contact for this award is Mr. Joey Bautista, Fort Carson AVCC. Additional information about this award can be obtained by calling Mr. Bautista at 719-526-1082 or via e-mail at josesimo.r.bautista.civ@mail.mil

Fort Carson Hall of Fame Volunteer

Award Description	The Fort Carson “Hall of Fame Volunteer” recognizes any outstanding Youth and Adult volunteer annually.
Award Presentation	This is an annual award is presented at the Annual Installation Award Ceremony.
Components	Certificate signed by the Installation Commanding General, Trophy, Hall of Fame Volunteer Recipients (pictures and names) will be displayed at the Volunteer Center Office – ACS (hallway).
Approving Authority	Fort Carson Commanding General
Criteria	<ul style="list-style-type: none"> • Must have been four (4) times Fort Carson Volunteer of the Year • Nominees will go through a selection board to verify being a Fort Carson Volunteer of the year from previous years. • Volunteer is registered in the Volunteer Management Information System (VMIS). • Volunteered a minimum of 750 hours for the previous calendar year. • Volunteer has submitted volunteer hours into VMIS.
Submission Packet	<ul style="list-style-type: none"> • Installation volunteer nomination form. • Memorandum of nomination which demonstrates exceptional service warranting selection as Volunteer of the Year <ul style="list-style-type: none"> ○ Volunteer name/organization ○ Dates for period of volunteer service ○ Total volunteer hours contributed ○ Justification statement of noteworthy accomplishments • Proposed Citation
Staffing Channels	<ul style="list-style-type: none"> • Endorsed award nomination will be submitted to the AVCC 60 days prior to the presentation date. • Unit • BN S1 • BDE S1 • Army Volunteer Corps Coordinator (AVCC) • DIV FRL • SGS
Notes	The point of contact for this award is Mr. Joey Bautista, Fort Carson AVCC. Additional information about this award can be obtained by calling Mr. Bautista at 719-526-1082 or via e-mail at josesimo.r.bautista.civ@mail.mil

Military Outstanding Volunteer Service Medal (MOVSM)

Award Description	The Military Outstanding Volunteer Service Medal is awarded to members of the Armed Forces of the United States and their Reserve Components who perform outstanding volunteer community service of a sustained, direct and consequential nature.
Award Presentation	Presented at a venue of the unit's discretion, or at the Installation Annual Volunteer Award Ceremony
Components	Certificate signed by the Commanding General; MOVSM medal
Approving Authority	Commanders LTC and higher / AR Army Regulation 600-8-22, Chapter 2-23, dated 25 June 2015
Criteria	<ul style="list-style-type: none"> • Volunteer is registered in the Volunteer Management Information System (VMIS). • Volunteer has submitted volunteer hours into VMIS. • Service must be to the civilian community, to include the military • Family community. • Be significant in nature and produce tangible results • Reflect favorably on the Military Service and the Department of Army. • Be of a sustained and direct nature. • Be of a voluntary nature, not detailed or tasked, nor performed as part of a military mission <p>There is no specific time period to qualify for award of the MOVSM; however, volunteer service must exceed 3 years and/or 500 hours of service. Approval authorities will ensure the service to be honored merits the special recognition afforded by this medal. The MOVSM is intended to recognize exceptional community support over time and not a single act or achievement. Further, it is intended to honor direct support of community activities. For the purpose of this award, attending membership meetings or social events of a community service group is not considered qualifying service, while manning a community crisis action telephone line is considered qualifying service.</p>
Submission Packet	<ul style="list-style-type: none"> • DA Form 638, Recommendation for Award • Memorandum of nomination <ul style="list-style-type: none"> ○ Volunteer name/organization ○ Dates for period of volunteer service ○ Justification statement of exceptional contribution that warrants MACOM recognition • History of previously received awards with dates • Proposed Citation
Staffing Channels	<ul style="list-style-type: none"> • Endorsed award nomination will be submitted to the unit • S-1 60 days prior to the presentation date. • Company Commander • PSC (checks for flags or other award ineligibility) • Company Commander • Immediate Authority • Approval Authority (BN Commander/LTC or higher authority) • Bring the approved Orders /Memorandum to AVC office

- DIV FRL
- SGS

Bring a copy of the approved MOVSM orders or memorandum signed by the Commander (LTC or Higher). The AVC office will provide the MOVSM certificate sign by Commanding General with the MOVSM medal. The Additional information about this award can be obtained by calling Mr. Bautista at 719-526-1082 or via e-mail at josesimo.r.bautista.civ@mail.mil