



### Service Unit Summary and Receipt for Completed Recognition Requests/Nominations

Please complete the sections indicated with an \* and include this form with your requests/ nominations when you send/deliver them to GSHPA as a summary of the nominations you are providing. Attach additional copies of page 2 as needed.

\_\_\_\_ Check here if you would like a copy of the form returned as confirmation that your recognition requests/nominations have been received and are complete. GSHPA will complete the sections indicated by # and return the form to you.

\*Service Unit: \_\_\_\_\_

\*Service Unit Contact

\*Name: \_\_\_\_\_

\*Address: \_\_\_\_\_

\*Phone number: \_\_\_\_\_

\*E-mail address: \_\_\_\_\_

#Received by GSHPA

#Date: \_\_\_\_\_

#GSHPA contact: \_\_\_\_\_

#Phone number: \_\_\_\_\_

### Summary of Requirements for Recognitions

| Source of Recognition                    | Nomination (3-page application form) | Number of additional endorsements required | Approval by   | Purchaser/provider of recognition | Date Complete Package Due to either SU or GSHPA   |
|--|--------------------------------------|--|---|-----------------------------------|---|
| <b>Service Unit</b>                      |                                      |  |   |                                   | <b>Due to Service Unit</b>  |
| Outstanding Leader                       | Council member                       | Two  | SU Team and/or SU Recognitions Committee  | SU                                | March 15 for end of year awards, or 45 days before planned presentation to ensure availability of pin |
| Outstanding Volunteer                    | Council member                       | None                                       |   |                                   |   |
| Episodic Volunteer                       | Council member                       | None                                       |   |                                   |   |
| <b>GSHPA</b>                             |                                      |  |   |                                   | <b>Due to GSHPA Volunteer Development Dept. or nearest GSHPA Service Center</b>                       |
| Forever Green                            | Council member                       | Two  | GSHPA Recognition Committee reviews and makes recommendation to Board; Board approves | GSHPA                             | January 15  |
| Heart of PA                              | Council member                       | Three                                      |   |                                   |   |
| <b>GSUSA</b>                             |                                      |  |   |                                   | <b>Due to GSHPA</b>   |
| Progressive Volunteer Development Awards | Council member or GSHPA staff        | None                                       | GSHPA Recognition Committee reviews and makes recommendation to Board; Board approves | GSHPA                             | January 15  |
| Appreciation Pin                         | Council member                       | Two  |   |                                   |   |
| Honor Pin                                | Council member                       | Three                                      |   |                                   |   |
| Thanks Badge                             | Council member                       | Four                                       |   |                                   |   |
| Thanks Badge II                          | Council member                       | Four                                       |   |                                   |   |



| *Name of Recognition Recipient | *Recognition<br>SU Suggested   | GSHPA or<br>GSUSA Proposed   | #Status of Recognition<br>Package          |
|--------------------------------|--|--|--|
|                                | Suggested<br>___ Outstanding Leader<br>___ Outstanding Volunteer<br>___ Episodic Volunteer | Proposed<br>___ Progressive Volunteer<br>___ Forever Green<br>___ Heart of PA<br>___ Appreciation Pin<br>___ Honor Pin<br>___ Thanks Badge<br>___ Thanks Badge II<br>___ President's Award | ___ Complete<br>___ Incomplete<br>Missing: |
|                                | Suggested<br>___ Outstanding Leader<br>___ Outstanding Volunteer<br>___ Episodic Volunteer | Proposed<br>___ Progressive Volunteer<br>___ Forever Green<br>___ Heart of PA<br>___ Appreciation Pin<br>___ Honor Pin<br>___ Thanks Badge<br>___ Thanks Badge II<br>___ President's Award | ___ Complete<br>___ Incomplete<br>Missing: |
|                                | Suggested<br>___ Outstanding Leader<br>___ Outstanding Volunteer<br>___ Episodic Volunteer | Proposed<br>___ Progressive Volunteer<br>___ Forever Green<br>___ Heart of PA<br>___ Appreciation Pin<br>___ Honor Pin<br>___ Thanks Badge<br>___ Thanks Badge II<br>___ President's Award | ___ Complete<br>___ Incomplete<br>Missing: |
|                                | Suggested<br>___ Outstanding Leader<br>___ Outstanding Volunteer<br>___ Episodic Volunteer | Proposed<br>___ Progressive Volunteer<br>___ Forever Green<br>___ Heart of PA<br>___ Appreciation Pin<br>___ Honor Pin<br>___ Thanks Badge<br>___ Thanks Badge II<br>___ President's Award | ___ Complete<br>___ Incomplete<br>Missing: |
|                                | Suggested<br>___ Outstanding Leader<br>___ Outstanding Volunteer<br>___ Episodic Volunteer | Proposed<br>___ Progressive Volunteer<br>___ Forever Green<br>___ Heart of PA<br>___ Appreciation Pin<br>___ Honor Pin<br>___ Thanks Badge<br>___ Thanks Badge II<br>___ President's Award | ___ Complete<br>___ Incomplete<br>Missing: |
|                                | Suggested<br>___ Outstanding Leader<br>___ Outstanding Volunteer<br>___ Episodic Volunteer | Proposed<br>___ Progressive Volunteer<br>___ Forever Green<br>___ Heart of PA<br>___ Appreciation Pin<br>___ Honor Pin<br>___ Thanks Badge<br>___ Thanks Badge II<br>___ President's Award | ___ Complete<br>___ Incomplete<br>Missing: |
|                                | Suggested<br>___ Outstanding Leader<br>___ Outstanding Volunteer<br>___ Episodic Volunteer | Proposed<br>___ Progressive Volunteer<br>___ Forever Green<br>___ Heart of PA<br>___ Appreciation Pin<br>___ Honor Pin<br>___ Thanks Badge<br>___ Thanks Badge II<br>___ President's Award | ___ Complete<br>___ Incomplete<br>Missing: |