

AYLUS PVSA Application Guide

According to the President's Volunteer Service Award (PVSA), only U.S. citizens or green card holders are eligible to apply.

The annual period of AYLUS volunteer time is from May 1st of the previous year to April 30th of the current year.

Application Instructions:

1. The applicant fills in the application form ([AYLUS PVSA Application Form](#)), and the applicant and a branch advisor need to sign on the application form.
2. The applicant fills in the Microsoft Excel volunteer hours template ([Aylus Volunteer Hours Report Form](#)), which is then certified and signed by a branch advisor. If the declared project is not sponsored by AYLUS, you need to fill in the contact phone number and email address of the project sponsor and include a volunteer service certification or a signed volunteer service form provided by the sponsor, please ask the branch advisor to take a photo and put it in the reference column of the volunteer template (Reference). AYLUS will not accept certifications issued by organizations or agents from foreign countries.
3. AYLUS will only accept the PVSA application if the member's AYLUS volunteering time must account for more than 34% of the total declared hours. Note: For a new branch established less than one year ago, it is necessary to start timing reporting from the date of establishment.
4. If the volunteering activity is not sponsored by AYLUS, the branch advisor(s) need to strictly review and confirm the inclusion, sign or electronically sign for confirmation, and attach the organizer's contact person's phone and email, volunteer certificate and other information for future reference. AYLUS does not accept certificates issued by Black List institutions.
5. What is not reported on the AYLUS website is not considered an AYLUS activity. When applying for all AYLUS activities, you need to use the report link as evidence, and the report must have a clear member name, the specific date of the volunteer (it cannot be replaced by a period of dates), and the volunteer time of the advisor(s) certification. For the report on volunteer activities on the website, it can be revised within one month after publication. If there is a need for revision after one month, an application needs to be made to the headquarters. Reports revised without approval can be declared invalid during subsequent review.



6. Each branch only needs to submit one application Excel file, which summarizes the application forms and volunteer materials of all applicants, and uses different pages, so that it is clear at a glance and easy to organize and review.

7. The branch advisor(s) will send the documents to aylfus@gmail.com once they are summarized.

8. Finally, the applications will be reviewed by AYLF Borad of Directors which will announce the PVSA award recipients accordingly.

If you have any questions, please refer to <http://aylus.org/awards-honors/> or ask questions in the AYLUS Advisory Group.

The advisors of each branch are requested to strictly verify the reported materials to insure credibility.