



Community Service Awards

General Information and
Application Forms

2008-2009

These awards are offered jointly by the College of Letters, Arts and Sciences, USC External Relations, and the Division of Student Affairs

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2008-2009 Community Service Awards

APPLICATION INSTRUCTIONS

DEADLINE:

February 20, 2009

All application materials must be received by 5:00pm on Friday, February 20, 2009.

HOW TO GET THE APPLICATION

You may pick up an application at the USC Volunteer Center or the JEP House. You may also download the application at www.usc.edu/volunteer as a PDF file that may be printed and used the same as a hard copy document. Please note: your application is not considered complete unless all application materials, including letters of recommendation, are received by the stated deadline, incomplete applications will NOT be reviewed, even if received before the deadline.

ELIGIBILITY REQUIREMENTS

Please refer to the attached award descriptions for specific requirements for each award available. In some cases, eligibility depends on year in school, academic performance, major, and/or financial status in addition to documented community service.

SELECTION CRITERIA

Selection for each award varies. All awards emphasize **community service and civic leadership**. Recipients are selected on review of information contained in the application, recommendations, and the answers to written essays. Selection committees consist of University staff members from the College, External Relations, and Student Affairs.

APPLICATION PREPARATION

Application: Use a typewriter or computer to complete your form. We strongly encourage you to type your application as it makes it easier for our committee to read. However, if you do not have access to a computer or typewriter, you may neatly print the application in blue or black ink.

Use the official application form or a photocopy of the form. Answer all questions. Attach separate sheets when requested. Supplemental materials, such as resumes, certificates, newspaper clippings, event programs, or pictures may be submitted. However, submissions will not be returned.

Essay Questions: MAJOR emphasis is placed on this section of the application. Your answers to these questions should thoroughly describe and explain your experiences in relation to the respective award to which you are applying. The more emphasis you place on the ways in which your experiences reflect our selection criteria, the better the committee is able to evaluate your eligibility for selection.

Letters of Recommendation: Two letters of recommendation (including telephone numbers, mailing addresses, and e-mail addresses of recommenders) are required (see each application for specifications). It is recommended that one should be from an on-campus person. The other should be from a community person you have worked with through your service work. Both letters must be current and may not be from a relative. The letter must be confidential. Ask your recommender to return the recommendation to you in a sealed envelope with his or her signature written across the seal.

PLEASE NOTE: Two letters of recommendation must be received by the deadline, with other stated required documentation, for your application to qualify as complete.

SUBMISSION

Grace Ford Salvatori Community Service Scholarship

Submit all application materials for this award to: JEP House, 801 W. 34th Street
Questions – please call JEP at 213.740.1837.

USC Good Neighbors Volunteer Awards

Submit all application materials by mail or in person for this award to:
Janice Hsia (jhsia@usc.edu)
USC Civic and Community Relations
BKS 400, MC 2542
Los Angeles, CA, 90089-2542
Questions – call 213.740-7400 or email Janice.

All Other Awards

Submit application on-line, turn in letters of recommendation and supplemental materials to: USC Volunteer Center, Hazel and Stanley Hall, Room 100
Questions – please call 213.740.7012

Award Descriptions

Extraordinary Community Service Award

A \$1,000 cash award is provided to the graduating senior who offers outstanding service to the community surrounding the University. Sponsored by the College of Letters, Arts and Sciences and the estate of Grace Ford Salvatori.

For information, call JEP at 213.740.1837.

USC Student Organization Volunteerism Award

This award recognizes a USC undergraduate or graduate student organization which excels in community service activities that benefit the Los Angeles community, particularly the neighborhoods closest to the university's campuses. The organization receives a plaque and chooses a non-profit agency in the community to receive a \$250 contribution. Sponsored by the USC Civic and Community Relations and the USC Volunteer Center.

For information, call 213.740.7012, or e-mail gaeke@usc.edu, or call CCR at 213.740.7400 or e-mail jhsia@usc.edu.

Student Volunteer Recognition Award

This award recognizes undergraduate and graduate students who have done outstanding work for and/or has invested large amounts of time to one or more community service programs.

For information, call the Volunteer Center at 213.740.7012, or email gaeke@usc.edu.

Desiree Benson Award

In memory of Desiree Benson and her commitment to community service, the University of Southern California is providing up to 2 \$750 scholarships to work-study students who have performed outstanding community service. This award is available to freshmen, sophomores and juniors.

Desiree was a member of USC ReadersPLUS, as well as other community service programs, who inspired co-workers through her dedication to community children.

For information, call JEP at 213.740.1837.

Henry Martin Lederman Award for Servant Leadership

This award is given to an exceptional first-year or transfer student, who upon arriving at USC, has generously shared his or her time and talents with neighbors in the community surrounding the USC campuses. The recipient will be recognized at the annual Recognition Dinner in April and given a \$500 award. Sponsored by the College of Letters, Arts and Sciences and former staff member, Henry Martin Lederman.

For information, call JEP at 213.740.1837 or the Volunteer Center at 213.740.9116.

Grace Ford Salvatori Community Service Scholarship

This Scholarship is given to one or more (up to six) students with majors in the College of Letters Arts and Sciences based upon community service, academic performance, need and civic leadership. To be eligible for this scholarship nominated sophomores and juniors must fulfill the following: document of community service, minimum GPA 3.00, demonstrated need, leadership abilities and be an LAS major. Sponsored by the College of Letters, Arts and Sciences and the estate of Grace Ford Salvatori.

For information, call JEP at 213.740.1837.

USC Good Neighbors Volunteer Awards

These awards recognize individuals who are making a difference in the neighborhoods closest to the University Park and Health Sciences campuses through their volunteer efforts. The categories are: Community Resident; Non-Resident; USC Staff; USC Faculty; and USC Alumni Volunteer.

For information or to receive a nomination form, call Janice Hsia at 213.740.7400 or email jhsia@usc.edu.

Award Applications are included below. Please note that there is an application for each award category. You are encouraged to apply for more than one.

Deadline for all Award Applications is Friday, February 20, 2009 at 5:00 pm

Return all application materials to the following location:
USC Volunteer Center – Hazel and Stanley Hall, rm 100

UNIVERSITY OF SOUTHERN CALIFORNIA
Community Service Awards
Check List

Applicant/Organization

Name: _____

I submitted an application for (check all that apply):

- Extraordinary Community Service Award** for a graduating senior who provides off-campus service.
- USC Student Organization Volunteerism Award** for an undergraduate or graduate student organization engaged in community service.
- Student Volunteer Recognition Award** for an undergraduate student who has done outstanding work on community service projects.
- The Henry Martin Lederman Award for Servant Leadership** for a first-year or transfer student who provides their neighbors with generous community service.
- The Desiree Benson Award** for a work-study student who has performed outstanding community service. Applicant must submit a copy of most recent financial aid letter.
- The Grace Ford Salvatori Community Service Scholarship** based upon community service, academic performance and civic leadership.
- The USC Good Neighbors Volunteer Award** that recognizes individuals who are making a difference in the neighborhoods closest to the University Park and Health Sciences campuses.

**Deadline for all Award Applications is Friday,
Friday, February 20, 2009 at 5:00 pm**

Return all application materials to the following location:
USC Volunteer Center – Hazel and Stanley Hall, rm 100

UNIVERSITY OF SOUTHERN CALIFORNIA
Community Service Recognition
Application Form

- REMEMBER: DEADLINE FOR COMPLETED APPLICATIONS IS
FRIDAY, FEBRUARY 20, 2009 BY 5:00 PM

Extraordinary Community Service Award

Please make sure your responses are typewritten.

Applicant's Name: _____ USC ID#: _____-_____-_____

Local Address:

Local Phone # : (____) _____-_____ Permanent Phone # : (____) _____-_____

E-mail:

Major:

Graduation Date:

Degree:

Date of Birth:

If this is a Nomination, Nominator's Name:

Nominator's Mailing Address:

Nominator's Phone #:

Nominator's E-mail:

ANSWER THE FOLLOWING QUESTIONS COMPLETELY ON A SEPARATE SHEET.

ANSWERS MUST BE TYPEWRITTEN

1. Please describe your community service while at USC.
 - a) What did you do with the community? Describe the service activities.
 - b) Who did you assist in the community? Describe the people assisted (agency or community organization) and provide the approximate number of people served.
 - c) Give the dates when the service activity started and ended.
 - d) Approximately how many total hours did you devote to these activities during the year?
2. How did either your community service benefit the community?
3. What did you gain from your community service?

PLEASE SUBMIT ORIGINAL COPIES OF THE FOLLOWING ITEMS AS FOLLOWS:

- Place all items into one sealed envelope
- Hand-deliver to the **USC Volunteer Center, HSH 100** by 5 pm on Friday, February 20, 2009
- Make sure that your name is written clearly on the front of the envelope

1. RESPONSES TO QUESTIONS

2. LETTERS OF RECOMMENDATION

Please submit **2** letters of recommendation from people who are familiar with your community work. Please make sure to include contact information for each person.

3. OTHER SUPPORTING DOCUMENTATION

Photos, letters of support, etc. may be attached, but will not be returned.

UNIVERSITY OF SOUTHERN CALIFORNIA
Community Service Recognition
Application Form

- REMEMBER: DEADLINE FOR COMPLETED APPLICATIONS IS
FRIDAY, FEBRUARY 20, 2009 BY 5:00 PM

USC Student Volunteer Recognition Award

Please make sure your responses are typewritten.

Applicant's Name: _____ USC ID#: _____-_____-_____

Local Address:

Local Phone # : (____) _____-_____ Permanent Phone # : (____) _____-_____

E-mail:

Major:

Graduation Date:

Degree:

Date of Birth:

If this is a Nomination, Nominator's Name:

Nominator's Mailing Address:

Nominator's Phone #:

Nominator's E-mail:

ANSWER THE FOLLOWING QUESTIONS COMPLETELY ON A SEPARATE SHEET.
ANSWERS MUST BE TYPEWRITTEN

1. Please describe your community service while at USC.
 - a) What did you do with the community? Describe the service activities.
 - b) Who did you assist in the community? Describe the people assisted (agency or community organization) and provide the approximate number of people served.
 - c) Give the dates when the service activity started and ended.
 - d) Approximately how many total hours did you devote to these activities during the year?
2. How did either your community service benefit the community?
3. What did you gain from your community service?

PLEASE SUBMIT ORIGINAL COPIES OF THE FOLLOWING ITEMS AS FOLLOWS:

- Place all items into one sealed envelope
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- Make sure that your name is written clearly on the front of the envelope

1. RESPONSES TO QUESTIONS

2. LETTERS OF RECOMMENDATION

Please submit **2** letters of recommendation from people who are familiar with your community work. Please make sure to include contact information for each person.

3. OTHER SUPPORTING DOCUMENTATION

Photos, letters of support, etc. may be attached, but will not be returned.

UNIVERSITY OF SOUTHERN CALIFORNIA
Community Service Recognition
Application Form

- REMEMBER: DEADLINE FOR COMPLETED APPLICATIONS IS
FRIDAY, FEBRUARY 20, 2009 BY 5:00 PM

USC Student Organization Volunteerism Award

Please make sure your responses are typewritten.

Applicant's Name: _____ USC ID#: _____-_____-_____

Local Address:

Local Phone # : (____) _____-_____ Permanent Phone # : (____) _____-_____

E-mail:

Major:

Graduation Date:

Degree:

Date of Birth:

If this is a Nomination, Nominator's Name:

Nominator's Mailing Address:

Nominator's Phone #:

Nominator's E-mail:

ANSWER THE FOLLOWING QUESTIONS COMPLETELY ON A SEPARATE SHEET.

ANSWERS MUST BE TYPEWRITTEN

1. Please describe your community service while at USC.
 - a) What did you do with the community? Describe the service activities.
 - b) Who did you assist in the community? Describe the people assisted (agency or community organization) and provide the approximate number of people served.
 - c) Give the dates when the service activity started and ended.
 - d) Approximately how many total hours did you devote to these activities during the year?
2. How did either your community service benefit the community?
3. What did you gain from your community service?

PLEASE SUBMIT ORIGINAL COPIES OF THE FOLLOWING ITEMS AS FOLLOWS:

- Place all items into one sealed envelope
- Hand-deliver to the **USC Volunteer Center, HSH 100** by 5 pm on Friday, February 20, 2009
- Make sure that your name is written clearly on the front of the envelope

1. RESPONSES TO QUESTIONS

2. LETTERS OF RECOMMENDATION

Please submit **2** letters of recommendation from people who are familiar with your community work. Please make sure to include contact information for each person.

3. OTHER SUPPORTING DOCUMENTATION

Photos, letters of support, etc. may be attached, but will not be returned.

UNIVERSITY OF SOUTHERN CALIFORNIA

Community Service Recognition Application Form

- REMEMBER: DEADLINE FOR COMPLETED APPLICATIONS IS
FRIDAY, FEBRUARY 20, 2009 BY 5:00 PM

The Henry Martin Lederman Award for Servant Leadership

Please make sure your responses are typewritten.

Applicant's Name: _____ USC ID#: _____ - _____ - _____

Local Address:

Local Phone # : (____) _____ - _____ Permanent Phone # : (____) _____ - _____

E-mail:

Major:

Graduation Date:

Degree:

Date of Birth:

If this is a Nomination, Nominator's Name:

Nominator's Mailing Address:

Nominator's Phone #:

Nominator's E-mail:

ANSWER THE FOLLOWING QUESTIONS COMPLETELY ON A SEPARATE SHEET.

ANSWERS MUST BE TYPEWRITTEN

1. Please describe your community service while at USC.
 - a) What did you do with the community? Describe the service activities.
 - b) Who did you assist in the community? Describe the people assisted (agency or community organization) and provide the approximate number of people served.
 - c) Give the dates when the service activity started and ended.
 - d) Approximately how many total hours did you devote to these activities during the year?
2. How did either your community service benefit the community?
3. What did you gain from your community service?

PLEASE SUBMIT ORIGINAL COPIES OF THE FOLLOWING ITEMS AS FOLLOWS:

- Place all items into one sealed envelope
- Hand-deliver to the **USC Volunteer Center, HSH 100** by 5 pm on Friday, February 20, 2009
- Make sure that your name is written clearly on the front of the envelope

1. RESPONSES TO QUESTIONS

2. LETTERS OF RECOMMENDATION

Please submit **2** letters of recommendation from people who are familiar with your community work. Please make sure to include contact information for each person.

3. OTHER SUPPORTING DOCUMENTATION

Photos, letters of support, etc. may be attached, but will not be returned.

UNIVERSITY OF SOUTHERN CALIFORNIA
Community Service Recognition
Application Form

- REMEMBER: DEADLINE FOR COMPLETED APPLICATIONS IS
FRIDAY, FEBRUARY 20, 2009 BY 5:00 PM

Desiree Benson Award

Please make sure your responses are typewritten.

Applicant's Name: _____ USC ID#: _____-_____-_____

Local Address:

Local Phone # : (____) _____-_____ Permanent Phone # : (____) _____-_____

E-mail:

Major:

Graduation Date:

Degree:

Date of Birth:

If this is a Nomination, Nominator's Name:

Nominator's Mailing Address:

Nominator's Phone #:

Nominator's E-mail:

ANSWER THE FOLLOWING QUESTIONS COMPLETELY ON A SEPARATE SHEET.

ANSWERS MUST BE TYPEWRITTEN

1. Please describe your community service while at USC.
 - a) What did you do with the community? Describe the service activities.
 - b) Who did you assist in the community? Describe the people assisted (agency or community organization) and provide the approximate number of people served.
 - c) Give the dates when the service activity started and ended.
 - d) Approximately how many total hours did you devote to these activities during the year?
2. How did either your community service benefit the community?
3. What did you gain from your community service?

PLEASE SUBMIT ORIGINAL COPIES OF THE FOLLOWING ITEMS AS FOLLOWS:

- Place all items into **one** sealed envelope
- Hand-deliver to the **USC Volunteer Center, HSH 100** by 5 pm on Friday, February 20, 2009
- Make sure that your name is written clearly on the front of the envelope

Include:

1. RESPONSES TO QUESTIONS

2. LETTERS OF RECOMMENDATION

Please submit **2** letters of recommendation from people who are familiar with your community work. Please make sure to include contact information for each person.

3. OTHER SUPPORTING DOCUMENTATION

Photos, letters of support, etc. may be attached, but will not be returned.

University of Southern California
College of Letters, Arts and Sciences

UNIVERSITY OF SOUTHERN CALIFORNIA

GRACE FORD SALVATORI COMMUNITY
SERVICE SCHOLARSHIP

INFORMATION

☛ REMEMBER: DEADLINE FOR COMPLETED APPLICATIONS IS
FRIDAY, FEBRUARY 20, 2009 BY 5:00 PM

Up to six scholarships will be given based upon community service, academic performance and civic leadership. Recipients will be selected on review of information contained in this application, recommendations and the answer to a written essay question.

To be eligible for this scholarship interested sophomores and juniors must have fulfilled the following qualifications:

- ☆ Document community service
- ☆ Minimum GPA of 3.000 (include unofficial transcripts)
- ☆ Demonstrated need
- ☆ Leadership abilities
- ☆ An LAS major

Two letters of recommendation are required, one from an on-campus person, the other from a community person you have worked with through your service.

If you have any questions, call JEP at 213 740-1837.

**Incomplete Applications Will NOT Be Reviewed
Even If Handed In Before The Deadline**

**DEADLINE FOR COMPLETED NOMINATIONS IS:
Friday, February 20, 2009 BY 5:00 PM
Submit all requested information to the
JEP House, 801 W. 34th Street**

University of Southern California
College of Letters, Arts and Sciences
GRACE FORD SALVATORI COMMUNITY SERVICE SCHOLARSHIP

APPLICATION

Applicant's Name: _____

USCID# _____

Local Address: _____

Permanent Address: _____

Local Phone # () _____ Permanent Phone # () _____

G.P.A. _____ Class _____ Major _____

Please answer the following questions on a separate sheet of paper and include with this form to insure that this is a completed packet:

1. List and provide a description of community service from High School through College.
Describe all your community service activities
Give dates when service activity started and ended
State approximately how many hours did you devoted to these activities
Example: Helped start a paper recycling program for my high school neighborhood. October 1996-June 1997, 4hrs/week
2. Discuss demonstrated leadership abilities in community service activities (include on and off-campus leadership roles, responsibilities).
3. Explain your financial need (include loans, scholarships).
4. In no more than one typed page, describe how community service has affected your studies and your leadership abilities.

PLEASE SUBMIT ORIGINAL COPIES OF THE FOLLOWING ITEMS AS FOLLOWS:

- Place all items into **one** sealed envelope
 - Hand-deliver to the **JEP House, 801 W. 34th Street** by 5 pm on Friday, February 20, 2009
 - Make sure that your name is written clearly on the front of the envelope
- 1. RESPONSES TO QUESTIONS**
 - 2. LETTERS OF RECOMMENDATION**
Please submit **2** letters of recommendation from people who are familiar with your community work. Please make sure to include contact information for each person.
 - 3. OTHER SUPPORTING DOCUMENTATION**
Photos, letters of support, etc. may be attached, but will not be returned.



CALL FOR NOMINATIONS

2009 USC GOOD NEIGHBOR VOLUNTEER AWARDS

Nominations are requested for the 2009 USC Good Neighbor Volunteer Awards to be presented at the Annual Volunteer Recognition Banquet on April 15th. The awards recognize individuals who are making a difference in the neighborhoods closest to USC's University Park Campus or Health Sciences Campus through their volunteer efforts. The categories are: Community Resident Volunteer; Non-Resident Volunteer; USC Faculty/Staff Volunteer; and USC Alumni Volunteer. Honorees will receive a plaque and will designate a \$250 donation to a non-profit agency of their choice. **The deadline for submission is Friday, February 20th.** These awards are sponsored by USC Civic and Community Relations. For information please contact Janice Hsia, USC Civic and Community Relations, at (213) 740-7400, fax (213) 740-7459, or jhsia@usc.edu.

NOMINATION FORM
2009 USC GOOD NEIGHBOR VOLUNTEER AWARDS

Please type or print legibly.

The University of Southern California 2009 Good Neighbor Volunteer Awards recognize individuals who are making a difference in the neighborhoods closest to the University Park Campus or the Health Sciences Campus through their volunteer efforts. For the purposes of these awards, the neighborhoods are defined as those communities bounded by Washington, Harbor Freeway, Martin Luther King, Jr., and Western (University Park); and Broadway, Indiana, Avenida César Chávez and the Golden State Freeway (Health Sciences). The award recipients will receive a plaque and will designate a donation of \$250 to the non-profit agency of their choice. The awards will be presented at a volunteer recognition banquet on April 15, 2009, sponsored by USC Civic and Community Relations. The deadline for submission of nominations is Friday, February 20th. For more information please contact Janice Hsia, USC Civic and Community Relations, (213) 740-7400, fax (213) 740-7459, or jhsia@usc.edu.

_____ is nominated by:
(Name of Nominee)

Name _____

Position and Organization if, applicable) _____

Address _____

Telephone(____) _____ FAX(____) _____ e-mail: _____

Check one of the following categories:

_____ **COMMUNITY RESIDENT VOLUNTEER** - An individual whose outstanding volunteer community service has enhanced the quality of life of his/her neighbors, whose permanent residence is located in the neighborhoods defined above, and who is not a USC faculty or staff member, student or alumnus/alumna.

_____ **NON-RESIDENT VOLUNTEER** - An individual whose outstanding efforts as a volunteer have made life better for the people who live and work in the USC neighborhoods defined above, who does not reside in these neighborhoods, and who is not a USC faculty or staff member, student or alumnus/alumna.

_____ **USC FACULTY OR STAFF VOLUNTEER** - An active or retired member of the USC faculty or staff who has performed outstanding volunteer service in the USC neighborhoods.

_____ **USC ALUMNI VOLUNTEER** - An alumnus or alumna of the University of Southern California who has demonstrated outstanding voluntary service in the USC neighborhoods.

-over-

Nominee:

Name _____

Position and Organization (if applicable) _____

Address _____

Telephone (____) _____

In your opinion, why is the nominee deserving of this award? Describe in detail the volunteer service rendered, which local organizations and agencies were involved, when it was rendered, the degree of involvement, and the time commitment involved, for example. Use additional sheets if necessary. Letters supporting the nomination, news clippings, and other relevant materials are welcome, but will not be returned.

Nominations must be received by Friday, February 20th. Mail or Fax to: Janice Hsia, USC Civic and Community Relations, BKS 400, MC 2542, Los Angeles, California 90089-2542. Information: (213) 740-7400, fax (213) 740-7459, e-mail: jhsia@usc.edu.