Application Instructions

To apply for the PVSA via OCC, all applicants must complete the online application form and submit the remaining application materials to volunteer@pdxchinese.org by November 27, 2023, at 12:00 AM PDT.

No need to add any volunteers doing the certification as WeChat friend. Any questions should be mailed to volunteer@pdxchinese.org。

Application Checklist:

- Fill out the OCC PVSA Application Information Form online: https://forms.gle/AqzYh8wnpADRouAG8.

- Send your Volunteer Hour Log Sheet(s) in PDF format via email, covering the period from October 27, 2022, through October 26, 2023: https://pdxchinese.org/assets/pdf/volunteer_hour_log_sheet.pdf.

- Email a self-introduction (if you applied last year, please provide an updated version). You can use last year's recipients' intros as a reference.

- Include a recent self-portrait in your email (if you applied last year, please use a different picture). You can reference last year's recipients' portraits for the style.

- Please note that the age used to determine your level is based on your age as of October 27, 2022, at the beginning of the cycle.

Hour Log Sheet(s) Instructions:

- List each day with the activity performed and the time spent on one line. For recurring activities, like week-long events such as Vacation Bible School, you can group dates and total hours on one line.
- Travel time is admissible as qualifying time, with a maximum of 9 hours per day.

- The maximum allowed hours for any volunteer activity in a day is 9 hours. Activities like sleeping, eating, and socializing do not qualify. Travel time is included within the daily 9-hour limit.

- If any activity exceeds 8 hours, please attach an explanation (timesheet or personal records).

- The log must be approved and signed by an employee of the volunteer organization. Parent signatures are only acceptable if the activity is organized by OCC. Contact information for supervising adults must be current and verifiable for hour confirmation. If a signature cannot be obtained for any reason, verification can be done with an email from the organization or by providing an official timesheet printout with the applicant's name on it.

- Hours to be considered should fall between October 27, 2022, and October 26, 2023, inclusive of these two days.

- If the applicant is not a citizen or permanent resident, please indicate it on the timesheet and in the email. We will grant Community Volunteer Service Awards based on PVSA criteria.

- Any hours will not be counted if the recipients were compensated financially, even if it was in the form of gift cards.

Related Links

OCC's PVSA Hour Certification Summary: https://pdxchinese.org/volunteering/

Current and past PVSA honorees: https://pdxchinese.org/pvsa/

申请指南：

通过 OCC 申请 PVSA，所有申请人都必须填写在线申请表，并在 2023 年 11 月 27 日之前通过电子邮件发送其余申请材料至 volunteer@pdxchinese.org，截止时间为午夜 12 点。

申请中有任何疑问请您直发邮件至 volunteer@pdxchinese.org，不需要加负责认证工作的义工个人微信。

申请材料清单：

- 填写 OCC PVSA 申请信息表：https://forms.gle/AqzYh8wnpADRouAG8。

- 通过电子邮件发送您的志愿者小时记录表（以 PDF 格式），覆盖从 2022 年 10 月 27 日至 2023 年 10 月 26 日的时间段：https://pdxchinese.org/assets/pdf/volunteer_hour_log_sheet.pdf。

- 通过电子邮件发送一份个人自我介绍（如果您去年申请过，请提供更新版本）。您可以参考去年获奖者的自我介绍。

- 包含一张最近的头像在您的电子邮件中（如果您去年申请过，请使用不同的照片）。您可以参考去年获奖者的照片风格。

- 请注意，用于确定您奖项级别的年龄基于 2022 年 10 月 27 日的年龄，即周期开始时的年龄。

小时记录表格使用说明：

o 每天列出所从事的活动及所花费的时间，每一行记录一个活动。对于重复出现的活动，如为期一周的假期圣经学校，您可以将日期和总小时数归为一行。

o 出行时间可作为合格时间进行提交，每天最多不超过 9 小时。

o 每个志愿活动的每天最多允许 9 小时。睡觉、进食、社交等时间不予计算。旅行时间包括在每日允许的 9 小时内。

o 如果任何活动超过 8 小时，请附上解释说明（时间记录表或个人记录）。

o 记录表必须由志愿组织的员工批准并签署。除非是由 OCC 组织的活动（OCC 活动可以由父母或监护人签署），否则不接受父母的签名。监督成年人的联系信息必须是当前的，并且可以核实小时。如果由于任何原因无法获得签名，可以通过组织的电子邮件或附带申请人姓名的官方时间记录表进行确认。

o 要考虑的小时数应在 2022 年 10 月 27 日至 2023 年 10 月 26 日期间，包括这两天。

o 如果申请人不是公民或永久居民，请在时间记录表和电子邮件中注明。我们将根据 PVSA 标准授予社区志愿服务奖。

o 任何小时如果收取过报酬，即使以礼品卡的形式，将不予计算。

相关链接

OCC 的 PVSA 小时认证活动介绍：https://pdxchinese.org/volunteering/

PVSA 的现任和过去获奖者：https://pdxchinese.org/pvsa/