



CAPA VOLUNTEER SERVICE AWARD (CVSA) LOG 2025-2026

Name: _____ Submission Deadline: **8/09/2026**

| | | | | |
|-------|------------------------|--------|--|---------------------|
| Date: | Activity description*: | Hours: | Supervisor & Organization: Signature: | Phone Number/Email: |
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| Date: | Activity description: | Hours: | Supervisor & Organization: Signature: | Phone Number/Email: |
| Date: | Activity description: | Hours: | Supervisor & Organization: Signature: | Phone Number/Email: |
| Date: | Activity description: | Hours: | Supervisor & Organization: Signature: | Phone Number/Email: |

*descriptions need to be as specific as possible

Log Sheet Page ____ of ____

Total Hours (this log sheet): ____

Service Hour Rules and Information

1. Online application form and service log must be submitted by Sunday, August 9, 2026 at 11:59pm. You are welcome to turn in your log and application beginning on July 1, 2026. **LATE SUBMISSIONS WILL NOT BE ACCEPTED FOR ANY REASON.**
2. Be certain your activity qualifies! **Volunteering** is the practice of people working on behalf of others or a particular cause **without compensation** for their time and services. CAPA will determine which types of activities may count towards this award. If you are unsure that your activity qualifies, confirm with CVSA Review Committee in advance.
3. List *each day* with activity performed and time spent on a separate line on the log sheet. For each re-occurring activity, such as a week-long activity like tutoring in a summer camp, you must list all dates and hours per date separately. If supervisor is the same for multiple dates, one signature with arrows drawn vertically through the signature column is acceptable.
4. Maximum time allowed per day for any volunteer activity is 9 hours. Time spent sleeping, eating, socializing, etc. does not qualify. Travel time counts within the maximum of 9 hours allowed per day.
5. Total all hours on application sheet.
6. Log must be approved and signed by an adult supervisor of sponsoring organizations. **No parent or family member signatures will be accepted!** Contact information for supervising adult must be current and legible for verification of hours in July/August 2026. Incomplete Applications and Logs will automatically render the applicant ineligible to receive an award.
7. **Hours Required to Earn Awards in Each Age Group**

| Age Group | Bronze | Silver | Gold |
|-----------------------|---------------|---------------|------------|
| Kids (5–10 years old) | 26–49 hours | 50–74 hours | 75+ hours |
| Teens (11–15) | 50–74 hours | 75–99 hours | 100+ hours |
| Young Adults (16–25) | 100–174 hours | 175–249 hours | 250+ hours |
| Adults (26+) | 100–249 hours | 250–499 hours | 500+ hours |