

Voluntary Service Award Hours Reporting Form

Please return this form to The Grand Lodge of Tennessee,
to be forwarded on to the VSA Chairman

Brother: _____ Bronze Award Date ___/___/___
Silver Award Date ___/___/___
Lodge: _____ Gold Award Date ___/___/___

On the back of this form (or on attached sheets), please give details of dates and hours donated. Use the form below to summarize hours worked in each activity.

Community Service:	Hours:
Habitat for Humanity	_____
Domestic Violence Shelter	_____
School Literacy	_____
VA Hospital Visitations	_____
Organ Donor Awareness	_____
Hospital Hospitality House	_____
Other: _____	_____
Other: _____	_____

Youth Programs:	Hours:
Youth Athletic Teams	_____
Boys and Girls Scout Leadership	_____
4H Clubs	_____
Rainbow / DeMolay	_____
Other: _____	_____
Other: _____	_____

Elderly Assistance:	Hours:
Lodge Widows	_____
Tax, Medical Insurance Assistance	_____
Fraternal Assistance	_____
Other: _____	_____
Other: _____	_____

Other:	_____
_____	_____
_____	_____

Total Hours:	_____
Prior Hours:	_____
Accum. Hours:	_____

Approved: _____, Lodge Secretary

Or _____, Worshipful Master

Voluntary Service Award

The Volunteer Service Award Program has been created to enable the Subordinate Lodges to recognize their individual members that render outstanding service in promoting the charitable goals and good works of the Lodge. Any award program that recognizes individuals for attaining goals for voluntary effort must be:

- 1 - attainable by the individual
- 2 - simple to administer
- 3 - appropriately presented to the individual in order to bring credibility to the program itself.

The VSA Program is composed of three levels of recognition. Each level will require 100 hours of Voluntary Service that can only be approved by the Lodge Secretary and/or Worshipful Master. These leaders know the needs of their communities better than anyone else and what is important in promoting the cause of Masonry in their service area.

The Bronze VSA Award will be earned by completing 100 hours of volunteer service

The Silver VSA Award requires an additional 100 hours of volunteer service.

The Gold VSA Award will be presented after a third 100 hours of volunteer service.

Each Lodge should appoint a Voluntary Service Coordinator to help maintain the records necessary for the documentation of Volunteer Service and to educate members on the specifics of the Program. This will relieve the Lodge Secretary with the burden of record-keeping. When an individual Brother attains a cumulative 100 hours of service, the Lodge Secretary will submit a record sheet to his District Chairman for notification. The District Chairman will then notify the Long Range Planning Committee Member to provide the appropriate award. A unique lapel pin will be presented for the Bronze Award.

A Voluntary Service Certificate will also accompany each award signed by the Grand Master. Basic guidelines include:

A - Hours may, but need not be, earned from any single Lodge or Lodge sponsored program. All volunteer hours can, only be approved by the Lodge Secretary and/or Worshipful Master.

B - Past hours of Volunteer Service will not be counted or rewarded. Only hours served since the inception of the program (01-01-99) will be considered

C - All awards will be presented to an individual only once. Awards and certificates will be presented free of charge to the recipients and the Subordinate Lodge,

D - Replacement awards and certificates can be purchased at cost with backup verification.

***** Voluntary Service Award Presentation *****

The Worshipful Master will present the Bronze Award at a Lodge Stated Meeting; the District Chairman for the Lodge will present the Silver Award at a Lodge Stated Meeting; the Most Worshipful Grand Master or the elected Grand Lodge officer representing the Grand Lodge will present the Gold Award at the Grand Lodge Communication in March of each year or during a date, time and place directed by the presenting Grand Officer.

"We must not cease in our efforts to be good and kind and charitable to our fellow man and in recognizing those of our Fraternity that deserve our attention and thanks".