

## INFORMATION PAPER

IMNE-MIL-MWA  
7 January 2010

SUBJECT: 2010 West Point Black and Gold Volunteer Awards

1. Purpose: To provide specific award criteria and nomination procedures for the subject award. This information clarifies information contained in the West Point Army Volunteer Corps Coordinator (AVCC) Program Standing Operating Procedures (SOP), dated 31 July 2009.

2. Facts.

a. The Black and Gold Award was created by the Volunteer Advisory Council (VAC) as an elite award for West Point volunteers who go above and beyond in their volunteer service. One key element in the award process is registration by the volunteer and documentation of volunteer hours. This process enables the installation to track the contributions of the volunteer workforce as well as provide the benefits allowed by law.

b. The Black and Gold Volunteer Award is presented monthly (except during the months of April and July) at a ceremony hosted by the Garrison Commander or his designated representative. Ceremonies will take place at Army Community Service (ACS), Building 622, on the first Thursday of the month at 10:00am.

c. Nominations are limited to two (2) per activity per ceremony. Religious organizations are the only exception to this, and are limited to a total of five (5) nominations per ceremony.

d. Nominations may be submitted by anyone with direct knowledge of nominee's volunteer service record.

e. Volunteers are not eligible to receive more than one (1) Black and Gold Volunteer Award per year per organization.

e. To nominate an individual for the Black and Gold Volunteer Award, a nomination form must be completed and submitted to the AVCC prior to close of business on the nomination deadline.

h. The ceremony months and nomination deadlines are as follows:

| <i>Award Month</i> | <i>Ceremony Date / Time</i> | <i>Nomination Deadline</i> |
|--------------------|-----------------------------|----------------------------|
| January            | 7 January / 10:00am         | 11 December                |
| February           | 4 February / 10:00am        | 15 January                 |
| March              | 4 March / 10:00am           | 12 February                |
| May                | 6 May / 10:00am             | 9 April                    |
| June               | 3 June / 10:00am            | 14 May                     |
| August             | 5 August / 10:00am          | 16 July                    |
| September          | 2 September / 10:00am       | 13 August                  |

|          |                      |              |
|----------|----------------------|--------------|
| October  | 7 October / 10:00am  | 17 September |
| November | 4 November / 10:00am | 15 October   |
| December | 2 December / 10:00am | 12 November  |

f. Individuals who are DOD civilians, military or contract employees are not eligible for this award unless the justification reflects volunteer service not connected with the individual's paid duties.

g. Active duty military and cadet Officer Representatives (ORs) serving in mission-related activities such as Army and intramural athletics and cadet clubs are not eligible for this award.

i. Criteria to receive the Black and Gold Volunteer Award are as follows:

- a. Volunteer has been formally recognized at the organization level for individual contributions.
- b. Volunteer is officially registered (i.e. For DA/Statutory volunteers: DD Form 2793 is on file with Organizational Point of Contact and Army Volunteer Corps office) and has documented hours in the Volunteer Management Information System (VMIS)). OPOCs must verify registration and hours prior to submission of the nomination.
- c. Volunteer goes the extra mile for the organization and the community.
- d. Volunteer displays professionalism while performing volunteer service.
- e. Volunteer promotes a sense of community through a caring, giving and positive attitude.
- f. Volunteer is in good moral standing in the community.

j. Black and Gold Volunteer Award recipients will receive a certificate signed by the Garrison Commander and a lapel pin.

k. Volunteer of the Month Award. This award will be presented to the Black and Gold Volunteer Award recipient who clearly meets all of the above stated criteria and receives the most votes from the Volunteer Advisory Council members. This individual will receive an engraved Volunteer of the Month coin, a parking pass for selected areas on post, gift certificates to dine at the West Point Club and a gift bag containing specialty gift items.

3. Point of Contact. Ms. Christina Overstreet, Army Volunteer Corps Coordinator at 938-3655 or [christina.overstreet@usma.edu](mailto:christina.overstreet@usma.edu).