

The Office of Hilton Head Mayor John McCann would like to give the students that have completed community service hours from May 1, 2019 – April 23, 2020 the ability to receive the annual Mayor's Youth Volunteer Service Award. Due to happenings with the Coronavirus pandemic Mayor McCann has modified the eligibility requirements as it is understood that students are unable to acquire more service hours.

- The following are the eligibility requirements for each level of recognition:
  - Bronze Level: At least 25-50 hours of volunteer service;
  - Silver Level: 51 to 75 hours of volunteer service;
  - Gold Level: 76 to 125 hours of volunteer service;
  - Mayor's Call to Service Award: More than 125 hours of volunteer service.
- All volunteer hours must be recorded and confirmed on a record of service form. A record of service form must be executed by the student. HHIHS students may use HHIHS Community Service Forms and account for those hours using the “Volunteer Hours from Attached Pages” option and including those additional forms with their submission. **To have these forms considered complete, the student will need to have the forms confirmed by one of the following: parent or guardian; the school's Community Service Coordinator or school administrator.**
- **Record of service forms** are available with complete information and instructions on the Town of Hilton Head Island's website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov).
- **Please send all completed service record forms and contact information to the attention of Phyllis Deiter or Faidra Smith at Town of Hilton Head Island, One Town Center Court, Hilton Head Island, SC 29928 no later than May 15, 2020.**
- Students who earn an Award will be sent their certificate by the Mayor's Office if they include their typed or printed current contact information (name and mailing address; school name; student's grade; email address of student and/or parent or guardian).

If there are any questions or concerns, please reach out to the HHIHS Community Service Coordinator at [Katie.Benton@beaufort.k12.sc.us](mailto:Katie.Benton@beaufort.k12.sc.us)