



# Ramstein Air Base

## Volunteer Excellence Award

### Guidelines



#### Volunteer Nomination Form Instructions

To ensure a complete and comprehensive nomination form, please use the checklist:

- Individuals and organizations connected to Team Ramstein including civilian employees, contractors, local nationals, family members, and GSUs are eligible to apply.
- The nominee's contributions were conducted between 01 January 2024 - 31 December 2024. -
- All volunteer activities should be included in application; list multiple agencies if applicable.
- There is an emphasis on the contributions to Ramstein AB and/or the local community.
- Team contributions should have been conducted outside of the unit where the nominee works.
- Nominee names do NOT appear in the written narrative.
- Include nominee's and nominator's names and contact information. (Self nominations are accepted.)
- Total number of volunteer hours for the year is annotated on the nomination form.
- Past VEA winners are ineligible to apply.

Awards will be chosen for the following categories:

Category 1: Federal Civilian Employee (ex. GS, NAF)

Category 2: Family Member (ex. language interpreter, coach, Key Support Liaison)

Category 3: Youth (up to age 18)

Category 4: Team (ex. booster club, private org, spouse group, family, etc.)

Category 5: Retiree (Military/Federal)

**NOMINATION SUBMISSION DEADLINE: 21 FEB 25**

Incomplete nomination forms will not be considered.

EMAIL COMPLETED FORMS TO: [86FSS.MFRC@us.af.mil](mailto:86FSS.MFRC@us.af.mil)



# Ramstein Air Base Volunteer Excellence Award Nomination Form



<i>Please complete the following:</i>
Last Name, First Name, Middle Initial (Nominee): <small>*Add phonetical spelling of first and last name</small>
APO Address:
Unit & Organization:
Phone Number and Email Address:
Last Name, First Name (Nominating Official ((self-nominations are accepted))):
Nominating Official's Phone Number and Email address:
Total Annual Volunteer Hours Contributed:
Qualifying Criteria (Check ALL that apply): <input type="checkbox"/> Civilian Employee <input type="checkbox"/> Military Retiree/Federal Retiree <input type="checkbox"/> Team <input type="checkbox"/> Family Member <input type="checkbox"/> Youth

**NOMINATION SUBMISSION DEADLINE: 21 FEB 2025**

Incomplete nomination forms will not be considered.

EMAIL COMPLETE FORMS TO:

86FSS.MFRC@us.af.mil

Internal Use: Civilian Family Member Youth Retiree Team  
Application #: \_\_\_\_\_



# Ramstein Air Base Volunteer Excellence Award Nomination Form



\*Please remember, do NOT include the nominee's name in your narrative statement\*

**NOMINATION SUBMISSION DEADLINE: 21 FEB 2025**

Provide a brief synopsis of volunteer's/team's accomplishments: Teams include the number of personnel who participated in projects.

What project(s) did the nominee support during 2024? Briefly describe their contributions to each project (include frequency of activities, weekly, monthly, etc., if applicable).

How did the project/activity benefit or impact the Ramstein Community?

Additional Comments:

Internal Use: Civilian Family Member Youth Retiree Team

Application #: \_\_\_\_\_