



The 40th Annual  
City of Los Altos / Town of Los Altos Hills  
Joint Community Volunteer Service Awards



Dear Community Member:

For the past 40 years, the city of Los Altos and the town of Los Altos Hills have held a luncheon to recognize a select few community members who have provided extraordinary volunteer service in our community --- our unspoken heroes.

**Our next Awards luncheon will be held on Friday, December 8th, 2023.**

We appreciate you taking the time to submit one or more nominations of any volunteers that you deem worthy of this special recognition. Nominees must be individuals or organizations whose volunteer service has benefited the communities of Los Altos and/or Los Altos Hills. Full details of the qualifications required for nominees are on the next page.

**Please complete the enclosed forms and return no later than Friday October 6<sup>th</sup>, 2023.**

Please use the enclosed nomination packet or download one from our website  
**[www.jointvolunteerawards.com](http://www.jointvolunteerawards.com).**

Completed packets can be emailed to us at  
**[jointvolunteerawards@gmail.com](mailto:jointvolunteerawards@gmail.com).**

The nominating form **must be accompanied by a minimum of 2 supporting letters of recommendation**  
from individuals and/or groups.

The Awards committee will select the awardees the last week of October and you will be notified by  
October 25<sup>th</sup> if your nominee will be receiving the award.

*We encourage you to notify the winner that he or she has won and reserve your tables for the Luncheon by  
November 27th.*

*Finally, we will be continuing the tradition this year of using video introductions at our luncheon.  
We request that at least 1 nominating person prepare a short video about the candidate's contributions.  
Also, if you can email us photos of the nominee before November 17<sup>th</sup>, we would love to include them in the  
video.*

This is an excellent opportunity to honor the many hardworking, deserving volunteers in our area.  
The event is also a wonderful expression of cooperation between our 2 communities.

**Thank you for your efforts and your nomination!**  
**Sincerely,**  
**The Joint Volunteer Service Awards Committee**



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**Criteria for Nomination of Awardees**

**1. WHO IS ELIGIBLE FOR THE AWARDS?**

- (a) Any individual or non-profit organization whose volunteer activities have directly and significantly benefited the communities and/or residents of Los Altos, Los Altos Hills, and the adjacent unincorporated areas (known collectively as LA-LAH).
- (b) The individual can be a resident or non-resident of LA-LAH.

**2. WHO IS NOT ELIGIBLE?**

- (a) Elected officials during their terms of office. An elected official who has retired from office may be eligible for notable work done while in office. For example, an elected official serving on a Joint Powers Agency (CHAC, CSA, etc.) and who has performed in that capacity at a level far above the expected call of duty, is eligible, after retirement, for consideration for a volunteer award.
- (b) Volunteers whose activities have been limited exclusively to a private group, which does not benefit the community at large.

**3. EXAMPLES OF VOLUNTEER ACTIVITIES**

- (a) Helping people, particularly seniors, youth, and handicapped
- (b) Promoting the arts, education (political education does not qualify), history, or recreation
- (c) Providing service to city government (ex: unpaid work helping the city)
- (d) Other good things!

**4. CRITERION FOR SELECTION**

- (a) The sole criteria for selection is the value to the LA-LAH community of the volunteer's personal and non-financial contributions. The "value" is compounded with the length of time over which the contribution was made; for example, if two nominees have done the same work, the nominee with the longer term of service would have contributed a greater value to the community.

**5. HOW TO NOMINATE**

- (a) The nomination form can be found online at [www.jointvolunteerawards.com](http://www.jointvolunteerawards.com)

