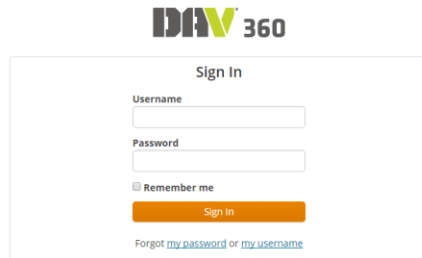


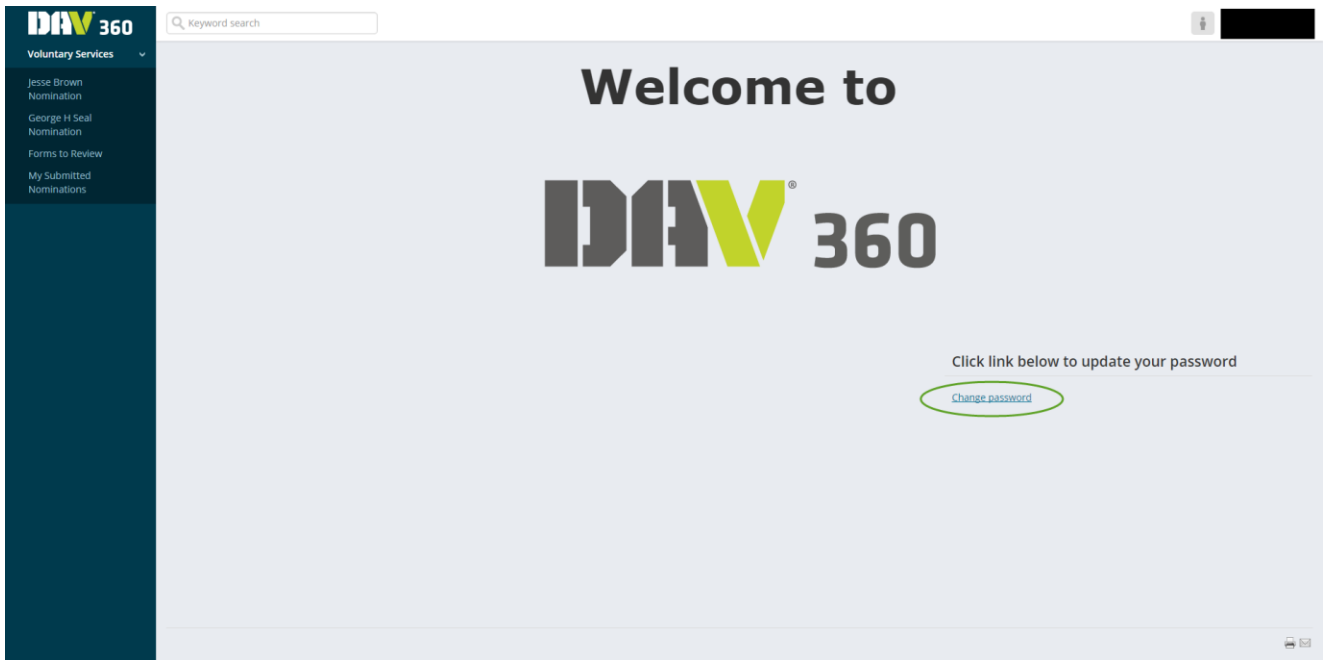
Instructions for completing the Jesse Brown Youth Memorial Scholarship Nomination Form



The image shows a login form for DAV 360. At the top is the logo "DAV 360" in green and black. Below it is the text "Sign In". The form contains two input fields: "Username" and "Password". Below the password field is a checkbox labeled "Remember me". A blue "Sign In" button is positioned below the checkbox. At the bottom of the form, there is a link that reads "Forgot my password or my username".

Log in to the DAV360 Staff Site (www.dav360.org)

If you have not previously logged in to the DAV360 system, please call (859) 441-7300 ext. 3315 to obtain your user name and password.



Please change your password after your first login using the change password link on the DAV360 home page.

Click on the change password link

Change password

Current username

• Current password

New password

Confirm new password

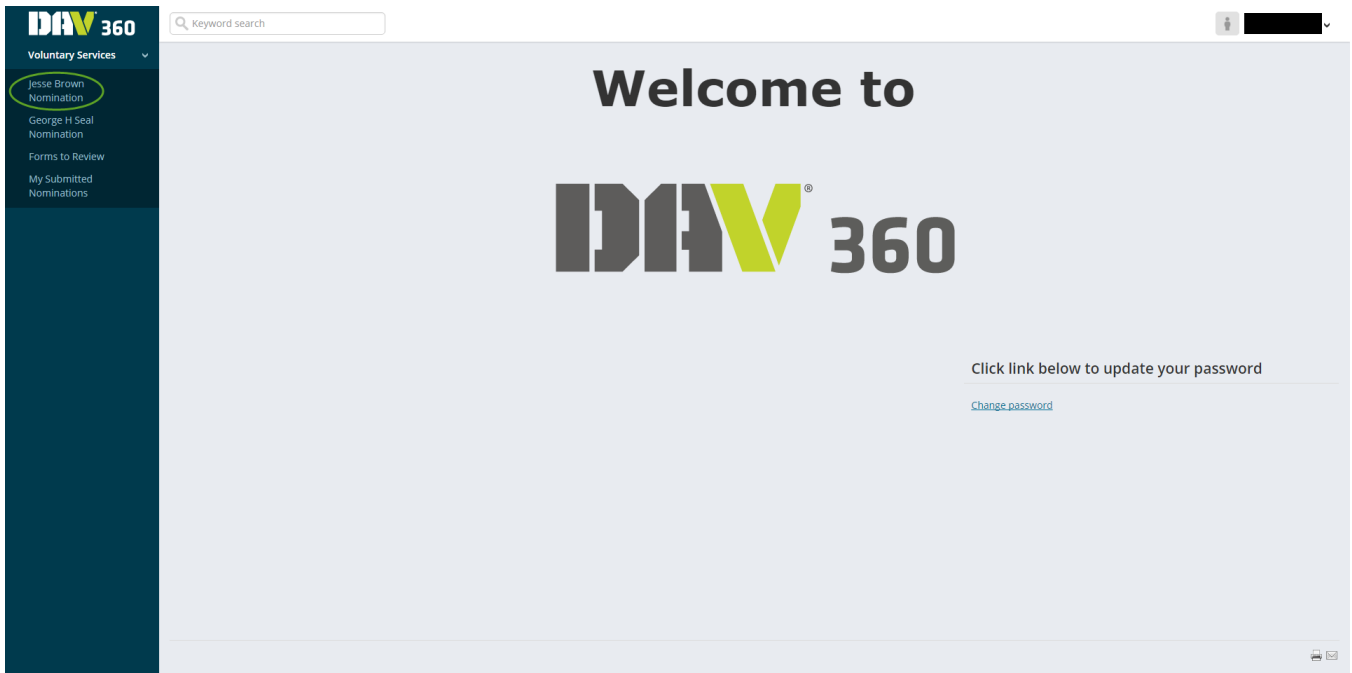
The password must be at least 7 characters long.

Save Cancel

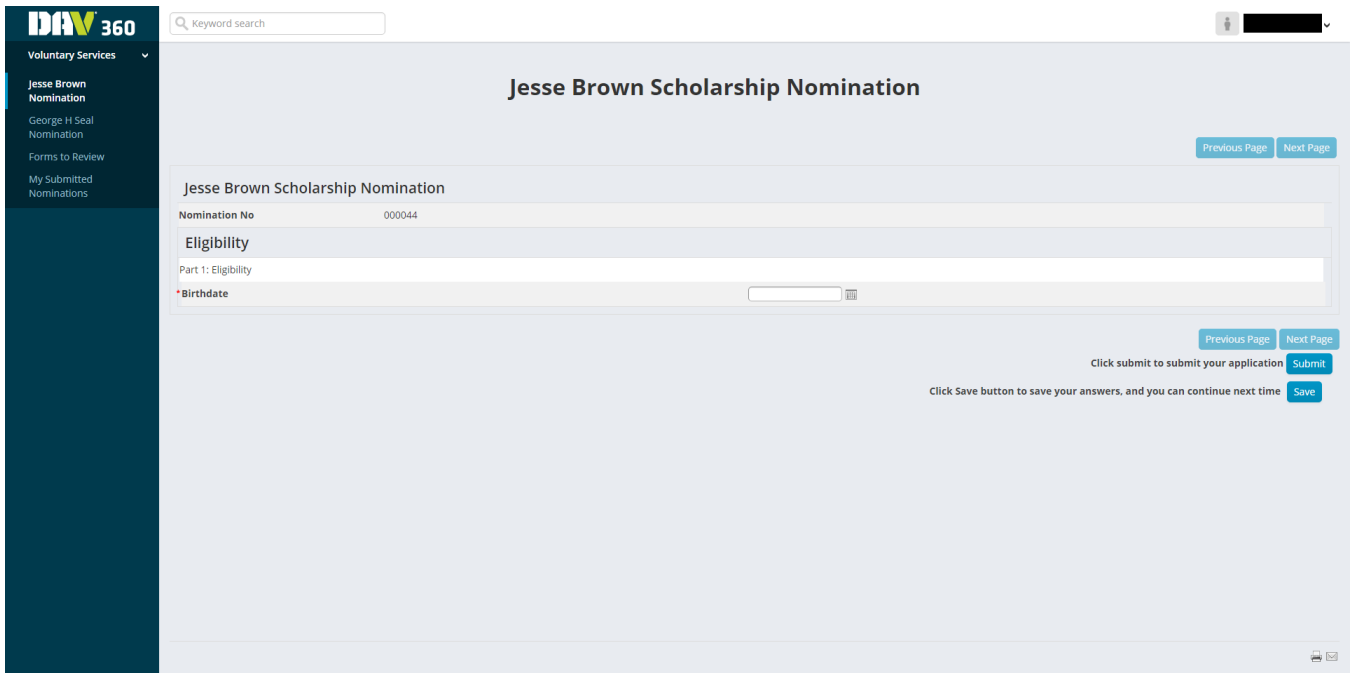
Type your current password

Type your desired password

Click Save



In the menu on the left of the page, click on Jesse Brown Nomination



Enter the volunteer's date of birth

Please Note If the volunteer is not 21 years old or younger, they are not eligible for the Jesse Brown Youth Memorial Scholarship.


Select whether or not the volunteer has provided at least 100 hours through the VAVS Program or LVAP during their lifetime.

Please Note If the volunteer has not provided at least 100 hours during their lifetime to one of the two programs listed, they are not eligible for the Jesse Brown Youth Memorial Scholarship.

***Please Note:** For the 2016 award year the eligibility has changed from 100 hours during the previous calendar year to 100 hours during the volunteer's lifetime.

Click Next Page

Select which program the volunteer has provided hours for, or both

DAV 360 

Voluntary Services ▾

- Jesse Brown Nomination**
- George H Seal Nomination
- Forms to Review
- My Submitted Nominations

Jesse Brown Scholarship Nomination

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Jesse Brown Scholarship Nomination

Nomination No 000044

* During the past year for which program has the youth volunteer provided hours?

* How many VAVS hours?



* How many years has the youth volunteered at the VAMC?

* How many LVAP hours?

* How many years has the youth volunteered through the Local Veterans Assistance Program?

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Click Save button to save your answers, and you can continue next time [Save](#)

Fill in the lifetime and number of years the volunteer has provided to the appropriate, or both, programs

Click Next Page

Fill in the volunteer's personal information

If the volunteer has provided hours through the VAVS Program, you will choose the VA Facility where the volunteer is active

If the volunteer has provided hours through the VAVS Program, you will choose the VA Program Manager Name from the drop down

If the volunteer has provided hours through the VAVS Program, please type the phone number of the VA Program Manager

We are aware that VA Program Managers will likely be choosing their own name, please provide this information in case the DAV Voluntary Services Staff needs to contact you regarding the nomination.

If the volunteer has provided hours through the LVAP, you will choose the Department, Chapter or Unit where the volunteer is active

If the volunteer has provided hours through the LVAP, please type the LVAP Coordinator Name

If the volunteer has provided hours through the LVAP, please type the phone number of the LVAP Coordinator

We are aware that LVAP Coordinators and DAV Department employees will likely be providing own name, please provide this information in case the DAV Voluntary Services Staff needs to contact you regarding the nomination.

Click Next Page

Jesse Brown Scholarship Nomination

Nomination No 000044

Volunteer Questionnaire

* During the past calendar year did the youth maintain employment of any kind? (None)

* What service does the youth volunteer normally work in?

* How does the youth's presence impact the patients, volunteer program or local veterans?

* Has the youth been responsible for introducing additional volunteers into the VAVS or LVAP program? (None)

* The youth's dependability is (None)

* What are the youth volunteer's future goals?

Please describe any special aspects you would like us to consider.

To attach the required supportive documents, first select *Choose File* or *Browse* to select the document and then select *Attach* to add the file to the application. Please allow the window to refresh before browsing to the next document. Continue these steps for each item to ensure that all documents are maintained for submission. If you click *Attach* first you must click *Remove* before continuing.

* Please attach a 750-1,000 word essay written by the youth volunteer on "What volunteering has meant to me." **Choose File** No file chosen

Attach any other documentation for consideration. (Please scan and attach any additional documents as one file.) No file chosen

AGREEMENT: By signing this Electronic Signature Acknowledgment Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature.

* Enter Your Name To Sign This Form

* Signatory's Title

* Date

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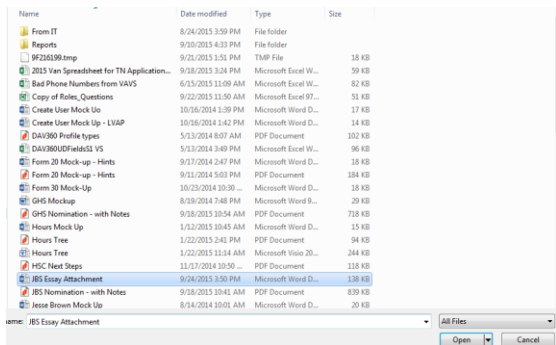
Click submit to submit your application

Click Save button to save your answers, and you can continue next time

Please fill out the information pertaining to the volunteer's award criteria.

This is the reason you think this volunteer should be chosen to receive the Jesse Brown Youth Memorial Scholarship

The volunteer must write a 750-1,000 word essay on what volunteering has meant to them. You can attach this essay by clicking "Choose File" or "Browse" (circled in red on the illustration above)



Choose the appropriate file, click Open

DAV 360

Voluntary Services

Jesse Brown Nomination

George H Seal Nomination

Forms to Review

My Submitted Nominations

Jesse Brown Scholarship Nomination

Nomination No 000044

Volunteer Questionnaire

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* Enter Your Name To Sign This Form

* Signatory's Title

* Date

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Click submit to submit your application Submit

Click Save button to save your answers, and you can continue next time Save

Click Attach

Attach any additional documentation you would like to be considered.

If there have been any news articles on this particular volunteer; or there are any letters of recommendation or commendation from others members of the VA staff, DAV Department staff or fellow volunteers, these can be uploaded here.

Please be sure to scan the additional documentation as one PDF file and attach it in the second upload space provided. You can follow the same directions, as above.

Enter you name to electronically sign the form

Enter your title

Enter today's date

Click Submit

The screenshot shows a web interface for DAHV 360. On the left is a dark blue sidebar with a menu containing: 'Voluntary Services' (with a dropdown arrow), 'Jesse Brown Nomination' (highlighted in blue), 'George H Seal Nomination', 'Forms to Review', and 'My Submitted Nominations'. At the top left of the main content area is the DAHV 360 logo. To its right is a search bar with the placeholder text 'Keyword search'. In the top right corner, there is a user profile icon and a dropdown arrow. The main content area has a light gray background and is titled 'Confirmation Page' in bold black text. Below the title, it says 'Ms. Tracy Butts'. The central message is 'THANK YOU FOR YOUR SUBMISSION' in bold, followed by 'Your Jesse Brown Scholarship Nomination Form HAS BEEN RECEIVED FROM Ms. Tracy Butts and LOGGED at 11/5/2015 12:00:00 AM'. Below this, it states 'Your submission reference is 000044'. In the bottom right corner of the main content area, there are small icons for a printer and an email client.

You should see the screen above confirming your submission.