

## **Welcome to the PSEG Recognizing Excellence in Volunteerism Online Application**

Each year PSEG hosts its Recognizing Excellence in Volunteerism Awards (REV) luncheon/ceremony to honor 17 PSEG employees and/or teams for their outstanding volunteer efforts with their respective non-profit organizations.

In this section, the organization will be asked to review the Employee Section of the application, and confirm the volunteer's work with your organization by completing the Organization section of the application.

### **Organization eligibility**

#### **The organization must:**

- Be designated as a nonprofit under Section 501(c) (3) of the Internal Revenue Service Code.
- The following types of organizations are not eligible: technical, professional and those that are primarily religious, political, fraternal, social or hobby/recreation oriented.

#### **The organization must upload and supply the following documents, preferably in pdf format:**

- A one-page description of agency/organization. Include mission statement/goals and how many people are served.
- A one-page letter of support (may not be written by a family member), on the organization's letterhead, signed by the head of the organization for the efforts of volunteer(s). Include:
  - \_ How the monetary portion of the award will enhance the work of the nonprofit.
  - \_ How the organization is helped by the volunteer(s).
- Proof of IRS 501(c)(3) determination (state tax exemption does not qualify).

**Application deadline is July 6**