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## *SDMC Community/Volunteer Service/Work Guidelines*

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Per Florida Statute 1009.534, in order to meet the Bright Futures requirement, a student must identify a social or civic issue or a professional area that interests him or her, develop a plan for his or her personal involvement in addressing the issue or learning about the area, and, through papers or other presentations, evaluate and reflect upon his or her experience. Except for credit earned through service-learning courses adopted pursuant to s. [1003.497](#), the student may not receive remuneration or academic credit for the volunteer service work performed. Such work may include, but is not limited to, a business or governmental internship, work for a nonprofit community service organization, or activities on behalf of a candidate for public office. The hours that a high school student devotes to the American Legion Boys State program, the American Legion Girls State program, or other similar programs approved by the commissioner shall count towards the service work requirement for the Florida Bright Futures Scholarship Program.

The hours of volunteer service/work must be documented in writing, and the document must be signed by the student, the student's parent or guardian, and a representative of the organization for which the student performed the volunteer service/work. Students may do more than one service project/work. It is the students' responsibility to know the deadline for submission of volunteer service/work hours. Check with the Volunteer Service Coordinator at the high school for this information.

There is **NO** volunteer/community service/work requirement for graduation.

### **What else you should know:**

- Only activities performed during high school can be included. High school begins the summer after 8<sup>th</sup> grade is completed.
- All hours must be verified by the Volunteer Service Coordinator at the high school.
- If you are unsure if your volunteer service/work activity will count, check with the Volunteer Service Coordinator at your high school.
- Volunteer service/work hours will not be given for travel, meal, or sleep time during overnight events.
- All volunteer service/work hours must be documented on the Approved School District of Manatee County Volunteer Service Verification Form or on company/organization letterhead, signed by the service/work supervisor. Parents/relatives may not be the service project/work supervisor.
- Volunteer Service/work activity reporting must be detailed, to include the dates, times, activities performed, and hours earned.
- Volunteer service/work hours will only be accepted when there is a responsible adult/supervisor on site to evaluate and confirm student performance. Contact information for the supervisor may be requested.
- Business internships must be completed at a non-profit agency and may not be under the supervision or administrative leadership of a family member.
- Students must submit a written evaluation of the project/work detail.
- Students may complete service projects that do not fall under these guidelines, but those hours will not be included on the high school transcript. Students should keep records of those hours.

<b>*Examples:</b>	
Service for non-profit agencies: <ul style="list-style-type: none"> <li>• Red Cross</li> <li>• Salvation Army</li> <li>• Meal-on-Wheels</li> <li>• Shelters</li> </ul>	Service work with churches: <ul style="list-style-type: none"> <li>• Mission trips</li> <li>• VBS (logistics, not teaching)</li> <li>• Nursery</li> <li>• Church sponsored projects that directly address a community need or social issue</li> </ul>
Nursing homes/hospitals	High school service club projects <ul style="list-style-type: none"> <li>• Organization of events that directly address a community need or social issue</li> </ul>
Animal shelters	Libraries
A business or governmental internship	Activities on behalf of a candidate for public office
Participation in events that benefit members of the community	Volunteer service for charitable fundraising events: <ul style="list-style-type: none"> <li>• Race for the Cures</li> <li>• Relay for Life</li> </ul>
Work at a job site that supplies/pay stubs	
<b>*What will not count:</b>	
Court ordered community service	Donations <ul style="list-style-type: none"> <li>• Canned foods</li> <li>• Locks of Love</li> <li>• Blood donations</li> </ul>
Family related activities or service to family members (parents, grandparents, siblings, aunts, uncles, cousins, nieces, nephews, and spouses, including step relations)	Activities for the sole benefit of a religious house of worship and or it's congregation <ul style="list-style-type: none"> <li>• Praise team</li> <li>• Religious teaching</li> <li>• Community outreach</li> </ul>
Attendance at self-improvement workshops, training, conferences, competitions or travel	Extra-curricular activity (school related and non-school related) requirements: <ul style="list-style-type: none"> <li>• Meetings</li> <li>• Practices</li> <li>• Performances/games</li> <li>• Community theater rehearsals/performances</li> <li>• Recitals</li> </ul>
Fostering animals in the home	
Hosting Foreign Exchange Students	
Babysitting	
Job shadowing	Lawn mowing

\*This is not an all-inclusive list. Check with the Volunteer Service Coordinator at your school if you are unsure.