

The Congressional Award Record Book

I am applying for:

Certificate Medal
Bronze Silver Gold

Prior Approvals: _____

Date of Birth: ____ / ____ / ____

Office Use Only:

I have moved - please update my address (below)

Record Book

(Please print or type)

Name: _____

Address: _____ / ____ / ____
Street Address City, State, Zip

Phone: ____ / ____ - ____ Social Media Handle: _____

Email: _____ *Include the email that you use the most

Attending School: YES NO Year of Study: _____

School: _____

Employed: YES NO If Yes: Part-Time Full-Time

Employer: _____

What I have gained by participating in the Congressional Award:

My goals and requirements to earn a Congressional Award have been achieved as stated herein.

Signed: _____

Date: ____ / ____ / ____

ADVISOR INFORMATION:

Name: _____ Email: _____

Address: _____ / ____ / ____
Street Address City, State, Zip

Phone: ____ / ____ - ____ (H) ____ / ____ - ____ (W)

Relationship: _____ Occupation: _____

Advisor's **Comments** concerning the candidate's participation in the Congressional Award:

I certify that the candidate established goals in accordance with program guidelines and has satisfactorily completed all goals and requirements for the Congressional Award.

Signed: _____

Date: ____ / ____ / ____

Advisor Signature

Submit this six-page Record Book after you have achieved your goals and completed the required hours and months.
Please print legibly; Electronic Record Book Pages are Available at www.congressionalaward.org

The Congressional Award Record Book

Candidate: _____

VALIDATION OF ACTIVITY HOURS VOLUNTARY PUBLIC SERVICE

Describe your **goal**: _____

Describe your **activities** to achieve your goal: _____

Describe what you **learned**: _____

Describe how you served the **greater community at large**: _____

Months of Activity (denote hours logged by month ↓)

Total Hours (only report **NEW** hours): _____

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

If your activities for this goal span more than four years, please copy this page as needed

VALIDATOR INFORMATION:

Name: _____ Email: _____

Address: _____
Street Address City, State, Zip

Phone: _____ (H) _____ (W)

Relationship: _____ Occupation: _____

Validator **Comments**: _____

I certify that the hours, activities and goal as stated above were completed by the candidate:

Signed: _____ **Date:** ____ / ____ / ____
Validator's Signature

*Remember: If you have more than one goal, you must complete a separate sheet for each goal (make copies as needed). No more than **four** goals are allowed in Voluntary Public Service per submission.*

The Congressional Award Record Book

Candidate: _____

VALIDATION OF ACTIVITY HOURS

Personal Development

Describe your **goal**: _____

Describe your **activities** to achieve your goal: _____

Describe what you **learned**: _____

Months of Activity (denote hours logged by month ↓)

Total Hours (only report **NEW** hours): _____

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

If your activities for this goal span more than four years, please copy this page as needed

VALIDATOR INFORMATION:

Name: _____ Email: _____

Address: _____
Street Address City, State, Zip

Phone: _____ (H) _____ (W)

Relationship: _____ Occupation: _____

Validator **Comments**: _____

I certify that the hours, activities and goal as stated above were completed by the candidate:

Signed: _____

Validator's Signature

Date: ____ / ____ / ____

*Remember: If you have more than one goal, you must complete a separate sheet for each goal (make copies as needed). No more than **two** goals are allowed in Personal Development per submission.*

The Congressional Award Record Book

Candidate: _____

VALIDATION OF ACTIVITY HOURS

Physical Fitness

Describe your **goal**: _____

Describe your **activities** to achieve your goal: _____

Describe how your **skill level changed**: _____

Months of Activity (denote hours logged by month ↓)

Total Hours (only report **NEW** hours): _____

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

If your activities for this goal span more than four years, please copy this page as needed

VALIDATOR INFORMATION:

Name: _____ Email: _____

Address: _____
Street Address City, State, Zip

Phone: _____ (H) _____ (W)

Relationship: _____ Occupation: _____

Validator **Comments**: _____

I certify that the hours, activities and goal as stated above were completed by the candidate:

Signed: _____ **Date:** ____ / ____ / ____
Validator's Signature

*Remember: If you have more than one goal, you must complete a separate sheet for each goal (make copies as needed). No more than **two** goals are allowed in Physical Fitness per submission.*

The Congressional Award Record Book

Candidate: _____

Expedition/Exploration

Directions: Use this form and additional pages as needed to record your Expedition/Exploration answers for the questions below, as well as a complete description of your entire trip - from start to finish. This should include planning and training notes, your planned itinerary and a detailed day-by-day account of your actual activity. Remember, we can only review what is submitted. Be as detailed as possible about your experience and what you learned.

Describe the Following

- 1 How did YOU plan or prepare for this activity? Be as detailed as possible indicating YOUR initiative.**

Did you schedule and investigate your travel options? Did you research different venues or locations? Did you coordinate with anyone before your arrival? How did you make your trip or activity happen? If you worked with a group, how did you make this trip happen for you? How did you leave your mark?

- 2 How was this activity unique and unlike anything YOU have ever done before? How were YOU immersed in a different culture or environment?**

If you travel or camp a lot, how was this trip or activity different? How did you expand your horizons and learn about a unique culture or environment? How did this put you outside of your comfort zone? The Expedition/Exploration is about exploring a unique culture or environment - how did you accomplish this?

- 3 How were YOU challenged? Include examples of YOU thinking on YOUR feet.**

Before and during your trip, what obstacles did you encounter and how did you handle them? This activity, especially at the higher levels, is about you taking the initiative and rising to challenges that come up while exploring a unique environment. If you got lost on a foreign subway, did you wait for your parents to direct you or did you take the lead? If a venue was closed unexpectedly, did you make other plans or just go back to a hotel? Show us how you were able to adapt to the real world in a different environment or in planning for your trip. If you worked with a group, how did you show leadership in implementing your trip?

- 4 Include a detailed itinerary of what YOU plan to do.**

Detail your planned trip from start to finish. Make sure you can show at least 6-8 hours of immersion activities each day. Include where you are planning on going and why, how you plan to explore the unique culture or environment (through food, sightseeing, etc), how you are going to learn about this new environment. If using public transportation is a large component of your trip and write up, make sure to include your overall plan and method for using it.

- 5 Include a detailed write up of YOUR actual trip (a day-to-day account). This should include examples of the above and should detail YOUR trip from start to finish (including travel).**

Tell us what you did! This should be the most detailed portion of your write up, including how your plans came to fruition. Include details about what you learned, what you saw, what you took in. Did all of your plans go smoothly or were there bumps along the road? How did you handle any hiccups? How did you explore the environment or culture for at least 6-8 hours? Show us what you did - reflect on this experience! This should not read like a class assignment or paper - we care about where you want but want to see from you what you learned through real world immersion.

- 6 Please include anything else you think would highlight YOUR accomplishments on your trip.**

What did you take away from your trip? Are you now maybe planning on returning to the location for future adventures or experiences? Did you maybe learn you could do something that you never would have expected? Did you try a food for the first time and now can't get enough? Did you communicate in languages and now you want to learn more? Did you learn a new camping skill that you will employ next time?

Gold Medal Record Books require detailed explanations of your planning and your actual trip. If you are planning on submitting an Expedition/Exploration that was approved at a lower level for the Gold Medal Level, be as detailed as possible at your first submission. The higher levels of the Award require a high degree of challenge and immersion. We can only review what you submit, so be as detailed as possible from the start.