



NORTHWEST INDEPENDENT SCHOOL DISTRICT

GREEN CORD

Community Service Award Program



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About the Program

The Green Cord Community Service Award Program is designed to help high school students gain a sense of community service, pride, and ownership. The program requires 100 hours of community service per school year.

Students who earn 100+ community service hours during a school year will receive a Green Cord certificate or Green Cord patch for their letter jackets. A new patch can be earned each school year, allowing students to earn up to four Green Cord patches.

A Green Cord can be purchased and worn at the graduation ceremony by those who completed 100+ community service hours in at least one school year.

Special mention will be made in the graduation program for students who complete the Green Cord program all four years.

Who should participate?

This program is for students who want to engage in community service for personal satisfaction, enhance their opportunities for college admissions and scholarships, or gain valuable experience for future careers.

Why volunteer?

Volunteering builds self-esteem and strength within communities. Additionally, it instills social values and sense of personal responsibility by giving back to the community through service.

Volunteers and those who benefit from their service both experience happier, healthier, and more productive lives.



How the Program Works

How do students apply to the program?

1. Students should submit an enrollment form no later than October 15.
2. The Program Sponsor will review the form and approve or deny admission.

What do students do before volunteering?

1. Pick up a Community Service Form in the Counseling Center.
2. Review the list of approved non-profit organizations and select one.
3. Contact the organization to arrange for an interview or volunteer orientation.

How do students submit hours?

1. Fill out the form with the following information:
 - Their contact information and email address
 - An adult volunteer supervisor's contact information and email address
 - A description of the work performed
 - The date(s) and time(s) of the work
2. Request an adult volunteer supervisor's signature next to each specific date.
3. Use the front and back of the form or pick up another one if needed.
4. Make a copy of the form for your records.
5. Return the original form to the Program Sponsor no later than April 15.

What happens after students submit hours?

1. The Program Sponsor will review the signed form and log hours.
 - Students will be dismissed from the program if hours or any part of the form are falsified.
2. The Program Sponsor will contact the student if they have questions.
 - Students must respond in a timely manner or hours will be forfeited.



Frequently Asked Questions

If you have additional questions, please contact us at greencord@nwisd.org.

What hours qualify for the program?

- Hours earned from an approved non-profit organization with 501c3 status
- Hours performed without pay or compensation
- Hours earned between June 1 and April 15
- 10 hours for each date
- Hours for the current school year
- Hours turned in by April 15

What hours do not qualify for the program?

- Hours performed with pay or compensation
- Hours performed as part of a court order
- Hours that are not part of the current school year
- Hours submitted after April 15
- Hours earned K through 8th grades
- Hours that are part of a course requirement
- Hours signed by parents (and not an adult volunteer supervisor)
- Hours with incomplete information or information that cannot be verified
- “Double hours” (Hours are earned on a “one for one” basis.)
- Over 10 hours on a single date
- Several dates grouped together under one signature

Can students earn hours before starting high school?

Students may earn hours during the summer after 8th grade as long as their enrollment form has already been submitted and approved.



Can transfer students participate?

Yes. The 100 hours may include hours earned at a previous high school. Transfer students are responsible for providing documentation for these hours.

Why do organizations need to be approved?

Students are encouraged to review the [Approved Organizations](#) and [Acceptable Service Activities](#) lists in the Appendix of this document to ensure that both the organization and activities will count toward service hours.

If the student wishes to work with an organization that is not listed, they should contact the Program Sponsor at grencord@nwisd.org for approval.

What do organizations expect of students?

- Be reliable and perform tasks to the best of your ability
- Dress appropriately and be on time
- Follow directions and work within the guidelines of the organization
- Provide feedback and report problems to the organization staff
- Represent your school and yourself in an exemplary manner

What should students expect from organizations?

- Be advised of the organization's policies, procedures, and expectations
- Be given meaningful assignments and a clear statement of tasks
- Be supervised effectively
- Be recognized for your work

How can students stay safe when volunteering?

- Students should never be left alone or placed in compromising situations.
- Students should excuse themselves if they feel unsafe and report the occurrence to the Program Sponsor.
- Students should call 911 if there is an immediate emergency.



Appendix

Approved Organizations

Agape Clinic

American Cancer Society

American Heart Association

Beam Foundation

Boy Scouts of America

Cancer Prevention Organizations

Christmas is for Children

Churches (if the activity is non-religious)

City Departments

Community Storehouse

G.R.A.C.E. Grapevine

Girl Scouts of America

Hospitals

Habitat for Humanity

Libraries

North Texas Food Bank

Other Health Organizations

Parent Teacher Association

Political Campaigns

Roanoke Food Pantry

Ronald McDonald House

Schools (if the activity is done outside of school hours)

Tarrant Area Food Bank

Teen Court



Acceptable Service Activities

- Supporting church activities that do not involve worship or religious instruction
- Serving on Teen Court as a volunteer (not mandated service)
- Engaging with hospital volunteer programs
- Collecting or sorting clothes for homeless shelters
- Organizing canned food drives
- Delivering meals to those in need
- Volunteering at charity fundraisers
- Building projects such as carpentry or repairing houses
- Working at libraries to check out books or assist with special programs
- Volunteering for city departments such as Parks and Recreation
- Supporting political campaigns (excluding relatives)
- Assisting schools (must be done outside of school day)
- Assisting with scouting programs

Unacceptable Service Activities

- Performing individual fundraising (not part of a charity initiative)
- Babysitting for free
- Working at unpaid internships
- Working at church that involves religious instruction
- Helping a teacher during class
- Working during the school day
- Enrolling in Leadership Training



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