



THE CONGRESSIONAL AWARD

U.S. HOUSE AND SENATE TOOLKIT

2023



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2023 BOARD OF DIRECTORS

The Congressional Award Foundation's Board of Directors supports the work of The Congressional Award Foundation and provides mission-based leadership and strategic governance. While day-to-day is led by The Congressional Award Foundation's National Director, the Board-National Director relationship is a partnership, and the appropriate involvement of the Board is both critical and expected.

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Col. Steven Roberts, ESQ.
Audit
The Roberts Companies



Mike Skahill
Financial Development
Virginia



A MESSAGE FROM OUR CONGRESSIONAL RELATIONS CHAIR

"Since its creation, the Congressional Award Foundation has received strong bipartisan support in both Congress and administrations as a public-private partnership program that encourages the development of kids and young adults. Thousands of young people participate in the program each year to learn the virtue of volunteerism, to develop character and recognize the importance of fitness in their lives."

David Schiappa*
Congressional Relations
The Duberstein Group

NATIONAL BOARD MEMBERS

The Honorable Joe Manchin, U.S. Senator for West Virginia

The Honorable Cynthia Lummis, U.S. Senator for Wyoming

The Honorable Debbie Dingell, U.S. Representative for Michigan's 12th District

The Honorable Richard Hudson, U.S. Representative for North Carolina's 8th District

Marc Baer, Blue Cross Blue Shield of Minnesota, Vice President Health Services

Romero Brown, Georgia, Chief Executive Officer at Romero Brown Consulting

Edward Cohen, Lerner Enterprises, Principal

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Rita Vaswani, Nevada State Bank, VP & Relationship Manager

Kathryn Weeden, Virginia

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Lance Mangum, FedEx, Senior Vice President Government Affairs
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Riley Swinehart, Johnson & Johnson, Senior Director, Federal Affairs
Myriah Jordan, Meta, Director Public Policy
Michelle Mathy, Otsuka Pharmaceutical, Director, Federal Affairs and Advocacy

ADVISORY BOARD MEMBERS

The Honorable Sheila Jackson Lee, U.S. Representative for Texas' 18th District
The Honorable Gregg Harper, Former U.S. Representative for Mississippi's 3rd District
The Honorable Ritchie Torres, U.S. Representative for New York's 15th District

Pamela Alexander, KKR, Managing Director and Head of Corporate Citizenship
Merrill Eisenhower Atwater
Simeon Banister, Rochester Area Community Foundation
Skip Braziel, Prudential Financial, VP Government Affairs
Diana Leon Brown, Office of the County Executive, Prince George's County, Director of Strategic Partnerships
George Coelho, Astanor Ventures, Co-Founder & Partner
Anthony Crowell, New York Law School, Dean & President
Kathy Didawick, Strategic Elements, Strategic Partner
Dr. Lawrence J. Green, M.D., Dermatologist
Raymond Hall, Harvard Maintenance, Chief Human Resources Officer
Adrian Harpool, Adrian Harpool Associates, Principal
Raymond Kerins, Jr., The Next Security Group, CEO and **The Next Practices Group**, Chief Public Affairs Officer
Thomas S. Kim, Thomas Capitol Partners, Inc., President
Karen Sessions, Texas
Sanyin Siang, Duke University, Executive Director Coach K Leadership and Ethics Center
Will Stute, Orrick, Herrington, & Sutcliffe LLP, Partner
Bruce Walker, DC Office of Cable Television, Film, Music, & Entertainment, Associate Director

A complete contact directory of Congressional Award Board Members is available [here](#).

HEAR FROM CONGRESSIONAL BOARD MEMBERS



U.S. SENATOR JOE MANCHIN | BOARD MEMBER

"There is no greater reward than being able to give back to the community that made you who you are. The Congressional Award Foundation recognizes the efforts of young Americans who exemplify the best of our nation through their service to their community, state and nation. I was taught that if you can count your blessings you can share your blessings, and this organization ensures the next generation of Americans have great role models who have shared their blessings with everyone around them."



U.S. SENATOR CYNTHIA LUMMIS | BOARD MEMBER

"The Congressional Award has helped generations of young Americans dream big and achieve great goals. Be it through community service or personal development, participants learn valuable life lessons as they try things they didn't know they could do, and succeed at challenges they didn't think were attainable. I'm incredibly proud of Wyoming's role in establishing this incredible organization, and am honored to continue our legacy supporting the kids of today and leaders of tomorrow."



U.S. CONGRESSMAN RICHARD HUDSON | BOARD MEMBER

"The Congressional Award promotes public service and develops the next generation of leaders across our country. I am proud to serve as a board member and encourage others to participate in their own communities."



U.S. CONGRESSWOMAN DEBBIE DINGELL | BOARD MEMBER

"The Congressional Award Program provides a great opportunity for young people to achieve challenging personal goals and build strong character. This Program is essential to personal and educational growth, and will create stability and inspire kids to work together and support each other, while engaging in community service and personal development."



U.S. CONGRESSWOMAN SHEILA JACKSON LEE CONGRESSIONAL BLACK CAUCUS LIAISON

"As a member of the Congressional Award Board and Co-Founder of the Children's Caucus, I remain a strong advocate for this program and have always encouraged Texas' youth and children across our nation to participate. Communities across our country have benefited from the thousands of volunteer hours that our youth have invested in earning this award. The Congressional Award program gives excellent opportunities to strengthen our youth and our nation."



U.S. CONGRESSMAN RITCHIE TORRES CONGRESSIONAL HISPANIC CAUCUS LIAISON

"The Congressional Award Program has benefited countless young people across our country in their quest to become the next generation of leaders through public service. I am proud to support and advocate for a program that has proven to be an asset to community building and the personal development of so many young people. The Congressional Award Program is vital in strengthening communities today and molding leaders for tomorrow."

THE NATIONAL TEAM

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National Director

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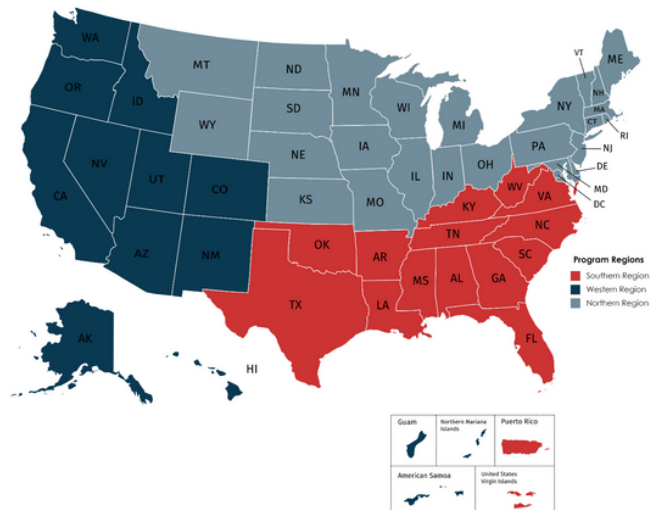
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OUR HISTORY

The United States Congress established The Congressional Award in 1979 to recognize initiative, service, and achievement in young people. It began as a bipartisan effort in both the United States Senate and the House of Representatives. The original bill was sponsored by U.S. Senator Malcolm Wallop of Wyoming and U.S. Congressman James Howard of New Jersey.

The enabling legislation (Public Law 96-114) established The Congressional Award as a public-private partnership, which receives all funding from the private sector. The legislation was originally signed into law by President Jimmy Carter. Presidents Ronald Reagan, George H.W. Bush, Bill Clinton, George W. Bush, Barack Obama, Donald J. Trump, and Joseph R. Biden have each signed continuing legislation.



THE PROGRAM

The Congressional Award is the United States Congress' award for young Americans. It is non-partisan, voluntary, and non-competitive. The program is open to all youth in the U.S. between the ages of 14 to 24 regardless of ability, circumstance, or socioeconomic status. Constituents are eligible to register with the Award at 13 ½ years old. They are able to submit completed record book applications when they reach the age of 14 years old.



Participants earn Bronze, Silver, and Gold Certificates and Bronze, Silver, and Gold Medals. Each level involves setting goals in four program areas: Voluntary Public Service, Personal Development, Physical Fitness, and Expedition/Exploration.

Participants can choose whichever level they would like to start with and can go at their own pace. Each level of the Award has specific time and hour requirements the participant must meet. The program instills valuable skills such as short- and long-term goal setting, time management, and organization. It fosters mentor-based relationships with Advisors and Validators and friendships with peers. Ultimately, the program encourages constituents to better both themselves and their communities through service, personal development, fitness, and curiosity about the world around them.

OUR MISSION

The primary goal of the Congressional Award Foundation is to promote and recognize service, initiative and achievement, in America's youth. We strive to help young people realize their full potential as productive, responsible and caring citizens.

Young people set personally challenging goals in four program areas – Voluntary Public Service, Personal Development, Physical Fitness and Expedition/Exploration. These diverse areas encourage young people to discover new talents, learn about the world around them and to take positive action in their communities.

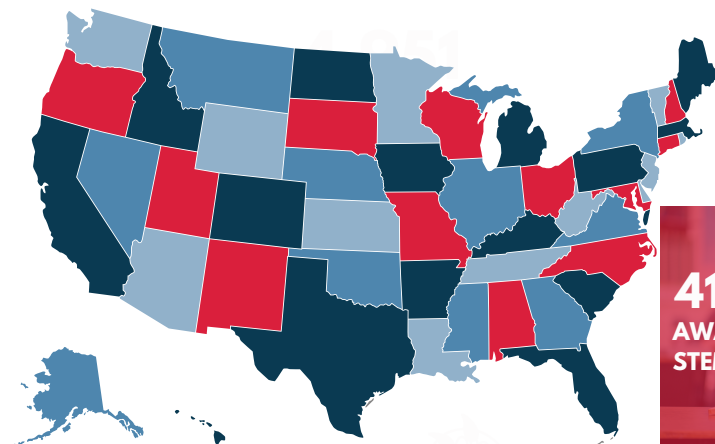
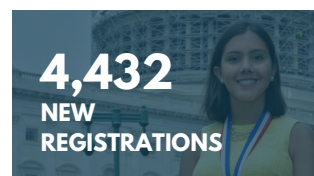
The Congressional Award program requires that youth work with an adult mentor or advisor, providing an opportunity for young people to learn from adults who will encourage and support them in their endeavors. The program also encourages the establishment of community networks and links, which can enable disadvantaged youth to become a part of the community.

OUR IMPACT

FROM THE 2022 IMPACT REPORT

2022

BY THE NUMBERS



EDUCATIONAL PROGRAMMING

The Congressional Award is committed to providing outside programming to participants to further enrich their personal and professional lives. The Award recognizes there are a number of issues that affect America's youth and has worked closely with corporate and congressional leaders to bring a variety of programs to address these needs.

LEARN MORE AT THE PROGRAMMING PAGE

MENTAL HEALTH

The Congressional Award has teamed up with both **Otsuka** and **Ford Motor Company Fund** to conduct free, interactive, virtual mental health workshops for young people in response to the impact on teens during the pandemic. Each workshop brought together mental health professionals, Members of the House and Senate, and students to discuss the importance of taking care of one's mental health and ending the stigma around treating mental illness.

[KANSAS CITY, MO](#)

[TACOMA, WA](#)

POWERED BY



FINANCIAL LITERACY

The Congressional Award partnered with **Intuit** and **EverFi** to create tools for each financial literacy for students who are interested in learning. The Congressional Award team worked with these partners to provide resources on a variety of financial topics including credit, budgeting, and more. Participants can use these resources to expand their knowledge about how to use their financial resources. Time spent on the Financial Literacy Module can be used toward the Personal Development program area.

POWERED BY
intuit.

STUDENTS CONNECTING WITH SENIORS

The Congressional Award partnered with **Charter Communications** to provide virtual opportunities for Congressional Award participants to engage with senior citizens across the nation. This initiative will explore ways for our students to engage with another generation, strengthen communication skills, build confidence, and develop important connections.

POWERED BY
Charter | **Spectrum**
COMMUNICATIONS

STEM STARS

Through a partnership with **Bayer**, The Congressional Award launched the STEM (Science, Technology, Engineering & Math) Star to stoke a passion for science and math at an age when many young people lose interest. The initiative exposes students to STEM-related concepts as well as STEM in everyday life – helping to make STEM more approachable. STEM Stars are awarded to Gold Medalists who complete at least one STEM activity over the course of their time in the program.

POWERED BY



OUTREACH PARTNERSHIPS

LEARN MORE AT THE PARTNERS PAGE

POWERED BY



MILITARY YOUTH

To support military installation youth, the Congressional Award launched its Military Youth Webinar and Toolkit. The webinar demonstrates how the Congressional Award program can help mitigate some of the challenges military youth face such as frequent moves and disruptions in their support systems and networks. The Congressional Award program provides opportunities for students to meet new people, build self-confidence, explore new activities, build new skills, and even experience different cultures both within and beyond the U.S. These resources can make a tremendous impact in the lives of young people and their families.

POWERED BY



SCOUTING

The Congressional Award and **Boy Scouts of America (BSA)** have been partnered since 1999. This partnership allows Scouts the unique opportunity to use much of their Scout work towards their Congressional Award. In September 2021, the Congressional Award hosted the Scouts BSA Webinar. Viewers heard from Members of the House, corporate leaders, and CAF alumni who were all former Scouts on how being a Scout positively impacted both their personal and professional lives. This Webinar also launched the Congressional Award Scouting Toolkit.

POWERED BY



STUDENT-ATHLETES

The **NCAA** and The Congressional Award teamed up to host the Student-Athlete Mental Health Webinar. Students heard from Members of the House and mental health professionals such as Dr. Brian Hainline, Chief Medical Officer of the NCAA, and Dr. Stephany Coakley of Temple University to discuss the unique challenges student-athletes face when it comes to dealing with mental health.

INITIATIVES

CAREER READINESS

The Award has launched the **CAF Career Center** – a hub for youth participants to find internship and career opportunities from corporate partners, helpful one-pagers on how to market themselves to potential employers, alumni highlights, and insights from experts in the business community. Please let the national office know if you are interested in including your internship and job listings on the CAF Career Center page.

CAREER CENTER

DIVERSITY, EQUITY, & INCLUSION

The Congressional Award has made a commitment to diversity, equity, and inclusion through a variety of initiatives. In its efforts to expand the reach of the program and its mission, the Foundation has launched the **Diversity Ambassadors Program (CADA)**. The purpose of CADA is to provide outreach and support on a local level to ensure The Congressional Award is both accessible to and inclusive of youth from all backgrounds. Staff and Board members have attended university-level trainings in DE&I to expand knowledge and ensure efforts are backed by expertise and real-world experiences.

MEET A FEW DIVERSITY AMBASSADORS



ZENANI JOHNSON
2016 GOLD MEDALIST
PENSACOLA, FLORIDA



FERNANDO MIRANDA-FRED
2019 GOLD MEDALIST
SAN ANTONIO, TEXAS



SWATI BHAGERIA
2019 GOLD MEDALIST
CINCINNATI, OHIO

CAFÉ RADIO PODCAST

The Award has partnered with **DC Radio** and **Eliot-Hine Middle School** for DC youth to listen and learn more about the program and gain career pathway insights. This student-run podcast interviews Congressional Award alumni and former Award medalists about their careers and how participating in the Award changed their lives.

LISTEN TO THE PODCAST



PODCAST SERIES HOSTED BY
Congressional Award Advisor and
Chief Diversity Officer at Purdue University - Fort Wayne
DR. MARTEZE HAMMONDS

PARTNERED WITH



THE VALUE OF THE AWARD

The Congressional Award is Congress' only charity and highest honor for youth. The program provides a unique opportunity for youth to have a direct line to Members of the House and Senate with the national office acting as a liaison.

BRINGING YOUTH AND CONGRESS TOGETHER

The Award not only allows for young people to hear from Congress, but it allows for Members of the House and Senate to interact with their constituents in a variety of ways. The program's commitment to diversity and inclusivity ensures our participants are from all backgrounds. This gives Members of the House and Senate the opportunity to meet with the entirety of their constituency, not just one population.



BUILDING POSITIVE YOUTH EXPERIENCES

The backbone of the program is service. At the Gold Medal level, participants are required to complete 400 hours of Voluntary Public Service at minimum. Giving back and improving the lives of others is not only a rewarding experience, but it positively impacts self-esteem and mental health. Many of our participants are at the age where self-esteem and mental health decline. Our program provides spaces for young people to improve their mental health and self-esteem through productive and healthy activities such as service, personal development, fitness, and exploration.

TEACHING VALUABLE LIFE SKILLS

Each participant of The Congressional Award has made a commitment to bettering themselves and their communities – meaning they are making positive contributions to the legislative district in which they live and positively impacting that constituency. The program teaches valuable skills such as time management, organization, short-term and long-term goal setting, and thoughtful communication. With these skills, Congressional Award program participants are sure to be productive members of society. With the support of each legislator, the national office can continue to expand the program and reach more young people than ever before.



HOUSE AND SENATE INVOLVEMENT

The Congressional Award is promoted throughout the country by Members of Congress in the House and Senate who share with their constituents a unique opportunity to provide today's youth with the tools they need to thrive as adults. The program is a great opportunity to recognize young constituents and promote the goods works they have contributed to their community.

ENGAGE YOUTH CONSTITUENTS



COMMUNITY EVENTS



SCHOOLS



CAPITOL VISITS

PROMOTE LOCALLY & VISIT SCHOOLS

Leverage schools, non-profits, youth and service groups, and community leaders with a footprint in the Member's district to stimulate enrollment growth. Incorporate The Congressional Award into talking points at local forums, town hall meetings, banquets, site visits, etc.

School Promotion Toolkit

EVENTS

Many events outside statewide and local medal presentation ceremonies are offered to meet the needs of participants. Please contact the national office with any topics of interest.

COMMITMENT

As Congress' award program, the national office values Member participation to ensure America's youth are receiving enriched programming and events. The commitment is at the Member's discretion and a hands-off experience. The Award works to prepare numerous webinars, educational programs, and outreach events where Members of the House and Senate are invited to speak and interact with young people.

The Award also offers many in-house events like the Power Lunch series where Members and the Congressional Award Board of Directors have a networking segment.

The three marquee events each year are the Gold Medal Ceremony, Chiefs of Staff Poker Tournament, and the Golf Classic.

AWARD CEREMONIES



PRESENT THE AWARD

Connect with constituents via a statewide ceremony or a local medal presentation. The Award's national office will alert each Member's office when there are medalists in the district. Medalists can be honored virtually, by phone call, or at the Member's district office. Recognizing medalists via a press release, social media post, and letters of commendation are also encouraged.

[Virtual Event Toolkit](#)

Be Inspired to Host:

[Wyoming Presentation](#)

[Georgia Presentation](#)

REGIONAL AND DISTRICT CEREMONIES

Designed to elevate the visibility of the program in a particular state or geographic area, both regional and statewide award ceremonies are held on a rotating basis each year. State partnerships are forged when members of the congressional delegation and corporate partners with a footprint in a state come together to strengthen the program and support local youth.

GOLD MEDAL CEREMONY

Every summer, Congress celebrates the hundreds of youth from across the nation who have earned The Congressional Award Gold Medal, the pinnacle of the program. Gold Medalists and their families are invited to Capitol Hill for a once-in-a-lifetime recognition of accomplishments. Members of the House and Senate present the awards to their constituents at a distinguished ceremony, attended by corporate and civic leaders, media, and peers. These young people are truly America's most deserving youth, having dedicated hundreds of hours and at least two years to community service and personal goal-setting. More than 6,000 Gold Medals have been awarded since the program's founding in 1979.



CONGRESSIONAL STAFF INVOLVEMENT

MEET WITH CONGRESSIONAL AWARD STAFF

Learn more about the Award program, how to get involved and promote the program, and current participating status in Member's communities.

Schedule a meeting or attend an Award information session

DESIGNATE A STAFF LIAISON

Select a designated staff member to add the Congressional Award to their portfolio and to be the point person to inform constituents about the Award. It is recommend a staffer in the district office who interacts with youth entities to be a liaison with schools and youth organizations. As part of the constituent services portfolio, an office could also select a legislative education assistant or a communications staffer in the D.C. office, along with a district director or field representative in the district office, to serve as the point of contact for our national office. Contact the Award to get started with an informational meeting and receive updates on the program in the state or district.

RECEIVE AWARD MATERIALS FOR YOUR OFFICE

The Award offers many informational and supplemental materials so the D.C. and district offices are prepared to introduce and educate young people on Congress' Award program. These are great handouts and talking points to bring when on the go in communities, visiting schools, or meeting families in D.C. Contact the national office to have brochures and materials mailed.



Erica Heyse
National Director

FOUNDATION AND CONGRESSIONAL RELATIONS CONTACT:

heyse@congressionalaward.org
6-9767

COMMUNICATIONS RESOURCES

[Download Content and Digital Resources](#)

ADD THE AWARD TO THE MEMBER'S WEBSITE

The Congressional Award operates as a constituent service in both the House and Senate. Include it under the youth, student opportunities, or constituent services pages. **Please link to the website www.congressionalaward.org.**

[Speaker Nancy Pelosi](#)

[Rep. Jody Hice](#)

NEWSLETTER FEATURE

Showcase Congress' award for youth to constituents in weekly or monthly newsletter or other member communications.

GET SOCIAL

Connect constituents with the program through social media by creating Facebook, Instagram, LinkedIn, and Twitter posts.

Join the conversation using #EarnedIt.

[Rep. Kelly on Facebook](#)

[Rep. Hudson on Instagram](#)

[Rep. Wexton on Twitter](#)

PRESS RELEASE

Write a press release to promote the program or recognize recent awardees.

[Sen. Crapo Release](#)

SEND A LETTER

Congratulatory letters to Congressional Award Medalists in the district or letters of encouragement to schools reinforce support of youth participants and offer a lasting memento of their achievement.

[Rep. Sean Maloney Letter](#)

GIVE REMARKS ON THE FLOOR

Speak on the House or Senate floor about the accomplishments of youth constituents. This will not only be a special memory for medalists, but it is also a great way to promote the program to fellow Members of the House or Senate.

[Rep. French Hill Speech](#)



Bethie Woodall

Director of Strategic Communications + Program Administration
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THE PROGRAM REQUIREMENTS

CERTIFICATES

	Bronze Certificate	Silver Certificate	Gold Certificate
Voluntary Public Service	30 Hours	60 Hours	90 Hours
Voluntary Public Service	No Minimum Months	No Minimum Months	6 Months
Personal Development	15 Hours	30 Hours	45 Hours
Personal Development	No Minimum Months	No Minimum Months	6 Months
Physical Fitness	15 Hours	30 Hours	45 Hours
Physical Fitness	No Minimum Months	No Minimum Months	6 Months
Expedition/ Exploration	1 Day	2 Days	3 Days

MEDALS

	Bronze Medal	Silver Medal	Gold Medal
Voluntary Public Service	100 Hours	200 Hours	400 Hours
Voluntary Public Service	7 Months	12 Months	24 Months
Personal Development	50 Hours	100 Hours	200 Hours
Personal Development	7 Months	12 Months	24 Months
Physical Fitness	50 Hours	100 Hours	200 Hours
Physical Fitness	7 Months	12 Months	24 Months
Expedition/ Exploration	2 Day, 1 Night Trip	3 Day, 2 Night Trip	5 Day, 4 Night Trip

GENERAL RESOURCES

REGISTRATION - Participants must register online or by mail before starting

PROGRAM BOOK - Program overview, sample activities, requirements, and FAQs

DEAR COLLEAGUE - Hear from Members of Congress and the importance of the Award

SUBMITTABLE GUIDE - The online record book for youth participants to digitally submit

PROGRAM PARTNERS



CORPORATE PARTNERS





The Congressional Award | Congress' Award for Youth

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