



# SGA Community Service Competition Event/Hours Record

Embry-Riddle Aeronautical University - Prescott  
Student Government Association  
Student Treasury Board  
Office of the Treasurer  
Updated: Monday, February 6th, 2025

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During the Spring 2025 SGA Community Service Competition, RSOs are responsible for logging their own community service hours for each event. Please complete one form per event to document your hours. **The deadline to submit ALL CSC Event/Hour Records is March 24<sup>th</sup>, 2025.** The winning RSO of each tier will receive an extra \$250 subsidy which are due on EagleLife April 1<sup>st</sup>, 2025 and receipts are due the same day to the SGA Treasurer's office. Pictures for each event and registration on Eaglelife are encouraged to further document your events.

RSO Name: \_\_\_\_\_

Names of all Event Attendees:

Total Event Hours: \_\_\_\_\_

Please provide the total number of hours worked by all attendees during this individual event. **Each attendee can only work a maximum of four (4) hours per individual event.** In order to qualify for the subsidy prize, a RSO must hit a minimum hour threshold in combined hours across all events according to their designated tier in the tiered funding system. See below for the tier-based thresholds.

Date of Event: \_\_\_\_/\_\_\_\_/\_\_\_\_



**Details of Event:**

Please describe in detail the service your RSO provided.

**Organization benefitted:**

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Signature of Benefitted Organization Representative (RSO Advisor may sign if there is no Benefitted Organization Rep):

x \_\_\_\_\_

**The definition of community service is unpaid work for the betterment of a community without any form of compensation. For an event to qualify as community service, a RSO cannot receive any monetary or physical payment such as but not limited to: money, items, or food.**



Minimum Man-Hour Threshold by Tier

Tier 1	10 hrs
Tier 2	15 hrs
Tier 3	20 hrs
Tier 4	25 hrs

For questions, please contact the SGA Treasurer ([prsgatre@erau.edu](mailto:prsgatre@erau.edu)).