



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
OFFICE OF THE ADJUTANT GENERAL OF VIRGINIA
JOINT FORCE HEADQUARTERS - VIRGINIA
BUILDING 316, FORT PICKETT
BLACKSTONE, VIRGINIA 23824-6316

REPLY TO
ATTENTION OF

VAAG

19 April 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Community Partnership

1. The Virginia National Guard has entered into a community partnership with four agencies in the commonwealth. The four agencies that were partnered with are the Department of Juvenile Justice (DJJ), The Virginia Holocaust Museum, Special Olympics, and Madeline's House.
2. The purpose of this partnership is to provide needed human resources to these agencies to accomplish their unique missions and allows the Virginia National Guard to continue its long tradition of helping our fellow citizens. The organizations need volunteers to serve as mentors, teach or lead classes, provide clerical support, work information booths, serve as escorts, and help with meals. Additional volunteer positions are available through direct coordination with the agency.
3. All full time employees of the Virginia National Guard will be able to volunteer up to 16 hours in a calendar year to support one of these organizations. The volunteer time must be coordinated with the employee's supervisors to ensure that it does not affect the sections ability to accomplish it daily mission. The VAHR-EEO section will track the volunteer time for each employee directly with the agency. The agency will have a log sheet with the hours volunteered that requires a signature from the volunteer and agency representative. The log sheet will be faxed to the VAHR-EEO section who will log it in to a database and keep the hardcopy on file.
4. POC is MAJ Ramsey at COMM 434-298-6229 or DSN 438-6229 or via email at elijah.ramsey@va.ngb.army.mil.

/S/
CLAUDE A. WILLIAMS
Major General, VaARNG
The Adjutant General

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