



Looking  
TO THE  
Future  
WITH PRIDE IN THE PAST

Elizabeth Paes, President

2019-2020 ABC Book Supplemental

Chairman Pages

Forms

## **Preamble to the American Legion Auxiliary Constitution**

"For God and Country, we associate ourselves together for  
the following purposes:

To uphold and defend the Constitution of the United States  
of America;

To maintain law and order;

To foster and perpetuate a 100-percent Americanism;

To preserve the memories and incidents of our associations  
in the great wars;

To inculcate a sense of individual obligation to the  
community, state and nation;

To combat the autocracy of both the classes and the  
masses;

To make right the master of might;

To promote peace and goodwill on earth;

To safeguard and transmit to posterity the principles of  
justice, freedom and democracy;

To participate in and contribute to the accomplishment of  
the aims and purposes of The American Legion;

To consecrate and sanctify our association by our devotion  
to mutual helpfulness."

**DEPARTMENT PRESIDENT 2019-2020**

**ELIZABETH PAES**

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Phone: 402-677-0268

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**“Looking Forward to the Future with Pride in the Past”**

For 100 years the American Legion Auxiliary has served our Veterans, Active Military, Children, and our Communities. We have talked with our state and federal representatives on behalf of the care of our Veterans at the VA and on national defense. We have done all these with commitment and passion and this year is no different.

The Chairmen of 2019/2020 stand ready to make the Programs of the Auxiliary successful. There are many programs from which to choose. Please notice, I said choose. Choose programs that fit your area and your Unit. Find ways to participate in your communities. You don't always need many members to make a successful project happen. A food drive for the local Veterans Administration facility pantry in your area may take some flyers and notices in church bulletins. It may also be a run to involve young people in the area and stress those who use assistive technology.

Our young Veterans with prosthetics, sensory aids, and other equipment have increased over the decades and we need to involve them in activities that will help them become more independent. In other words, we need to look to the future and adapt to their way of life. We do well with our homeless and VA facility veterans but have lagged behind in the way today's Veterans want to live.

**The American Legion National President Nicole Clapp's focus for 2019/2020 is the health and well-being of our veterans, military, and their families.** This means our Units in the more populated areas of Nebraska need to make efforts to partner with other organizations to make the connections with these new Veterans. Units in less populated areas of Nebraska can support these events in ways we have not yet found. We can do this! We will find the ways to support and help these new Veterans and their families. The American Legion Auxiliary will be here for the next 100 Years. We will build on the past to look to the future.

**VICE PRESIDENT  
BARBIE MEYER**

E-mail: meyersheep@aol.com

cell: 308-233-0382 home: 308-893-2200

12455 Riverdale Rd., Riverdale, NE 68870

**Duties:**

Assist the Department President and familiarize myself with the goals, programs and plan of action she has chosen for a productive and successful year.

Be available and prepared, when requested, to represent the Department President at events and meetings.

Serve alongside all District Vice Presidents, and the Dept. Membership Chairman on the Dept. Membership committee. Promoting membership, retaining, revitalizing and recruiting.

**Duties of Unit, County and District Vice Presidents!!!**

Include the office of Vice President on your list of officers! This position is often downplayed or even omitted. It is so important to include and promote her duties for a smooth and continuous transfer of leadership. Many units have cancelled important meetings, because the President was unable to attend with no replacement, (Vice President) to lead meeting. This situation is often times the sad reason for unit closure.

**Goals:** Make each year your best! Promote membership and District Presidents include me on Newsletter mailing and Officer lists.

This ABC book belongs to the unit, share with every member and put deadlines on your calendar for every program, goal (membership) and reports for entire year.

(If you have read this page, email me with unit number only) \$1 will be donated for each unit that responds. Proceeds will go to AEF.



## DEPARTMENT HISTORIAN

VICKI OZENBAUGH

Home: 402-295-2505

Cell: 402-759-0411 email: ala.ozenbaugh@gmail.com

515 Road 18, Ohioa NE 68416

### CELEBRATING AND SHARING A CENTURY OF SERVICE

Greetings ALA members! As your 2019-2020 Department Historian, I'll share some history about myself. I belong to Franklin Unit No. 193 in Ohioa and I've been a member since 1977. That's 42 years of membership. I became a VIM in 2006. My eligibility is through my former husband, a Vietnam Veteran. I consider it an honor to belong to the largest patriotic organization in the world and to serve the Legion family--the Veterans, those serving our country, and their families, as well as our communities and our youth. And now, your turn to share some history.

Per our National Program: "The heart of any organization's history is in its records--items that officers, members, director, staff, and volunteers have produced and compiled over the years. They provide unique testimony to the achievement of an organization."

What an exciting year to serve as historian! The 100th Anniversary of The American Legion Auxiliary! The ALA was "birthed" during the first national convention of the American Legion on November 10, 1919. During this Centennial year, we will be "Looking to the Future with Pride in the Past" (President Elizabeth Paes' theme). Our "20/20 Vision" (Membership Chairman Kimberly Gurley's theme) will provide us the opportunity to recognize our mission of "in the spirit of service, not self." This will lead us to "Celebrating a Century of Service" (National President Nicole Clapp's theme).

Therefore, my theme will be "**Celebrating and Sharing a Century of Service.**" I will ask Units to delve into your past to help you set your sights on your future. My goal is to have 100 percent Unit participation in submitting reports for Mid-Year (**December 15, 2019 deadline**) and Year-End narrative (**April 20, 2020 deadline**). A simple template will be provided to "fill-in-the blanks" for submission of the Mid-Year report. Guidelines for the Year-End narrative will also be provided.

The final request is for each Unit to compile a History Book for your 2018-2019 year. You will be able to submit it for your District Convention and then your Unit will have a permanent record for future members.

So, let's get started. Following are some ideas to help you create your 2019-2020 history.

- Appoint (or perhaps you have someone who will volunteer) a History/Cavalcade chairman and/or committee
- Learn the history of your Unit (when it was chartered, original members, how it was named)

- At each meeting the chairman or committee member should record what was done the previous month\*\*\*
- If you can, create displays throughout the year promoting your Unit's history; such as, artifacts or documents from the year you were chartered; milestones in your Unit's history; special occasions or projects done by your Unit over the years, etc.
- Periodically, write an article about an important time in your Unit's history for your local paper (or District newsletter)
- Ask members to consider donating or loaning important items they may have
- Make an inventory of your collection (including your organizational documents, written histories, scrapbooks, etc). Take pictures and make a digital copy.
- Include memorabilia of any honorary Junior presidents
- Involve your Junior members (this helps them earn the History patch) \*\*\*
- Participate in the Members Remember project\*\*\*
- Celebrate Women's History Month\*\*\*
- Tell your story\*\*\*

\*\*\*see resources

Your history is in more places than just artifacts. It is in our meeting minutes, governing documents, newspaper articles, photos, etc. History is more than artifacts and/or a summary of events listed in a dusty book somewhere. As we look back on our achievements, let us make history come alive! Become visible throughout your community and let them know the ALA's history and contributions to the community, state, nations and the world.

Now for the reporting.

**DEPARTMENT OFFICERS VISIT FORM**--If a Department Officer visits your Unit, County, District, VAMC, or VA Home, complete the reporting form (see resources) and return them to Department Historian.

**"MEMBERS REMEMBER" HISTORY PROJECT**--Record and post your Unit's American Legion Auxiliary history through the eyes of your members. This is a good project to involve your Junior members. See "How to Record and Post to "Members Remember" in the resources.

**BEST NARRATIVE COMPETITION**--Narrative of your Unit's 2019-2020 year beginning with the installation of officers. Deadline to Department Historian is **April 20, 2020**. Utilize all resources within your Unit (historian, secretary, treasurer). Guidelines are:

- Centered heading that includes: Historian's name, Unit name, Unit Number, Unit town, and address of Historian or Unit
- Use 8 1/2" X 11" paper
- Left margin 1 1/2"
- Top, right, and bottom margin 1"
- Narrative should be informative and interesting to read by month

- Use the monthly narrative template (see resources) to have your information ready to compile
- Written in third person using the name of the person/persons when possible. When using pronouns, third person pronouns include: he, she, it, his, her, it's, him, her, it, himself, herself, itself, they, them, their, themselves
- Judged on content, format, punctuation, and spelling

**HISTORY BOOK**--Participation is not required but encouraged (especially for this Centennial Year). The Senior History Book is for the previous year (**2018-2019**). The rules can be found in the resource section of the ABC Book.

### **SPECIAL 100TH ANNIVERSARY PROGRAM CAVALCADE OF MEMORIES**

The History Committee was created by resolution at the 1972 National Convention. Originally named the Cavalcade of Memories Committee, it began as a curator committee of three to collect, display and care for artifacts of national interest of the American Legion Auxiliary, donated for the new Cavalcade of Memories Museum located at ALA National Headquarters. The committee name changed to reflect that the Auxiliary's history is contained not only in these artifacts, but also in its photos, books, and governing documents, which require care as well. While the committee is still committed to collecting items of national importance for the museum and archives, the main focus of the committee has evolved to assisting departments and units in the collection and care of their important histories.

**UNIT SENIOR HISTORY BOOK RULES**

(previous year's {2018-2019} history submitted by April 20, 2020)

INTRODUCTION SECTION . . . . .10 points

- Title Page (centered left to right and double spaced)

History of \_\_\_\_\_ Unit No. \_\_\_\_\_

Located at \_\_\_\_\_ (name of town)

District No. \_\_\_\_\_

Name of Unit Historian

2018-2019

- Unit President's picture page with name centered beneath the picture

HISTORICAL CONTENT . . . . .50 points

- List of Unit Officers (double spaced) includes elected Unit Officers and appointed Unit Offices (if any) for 2018-2019
- List of Unit Chairmen (double spaced) for 2018-2019
- List of Unit Members holding National Office or National Committee appointments (double spaced) for 2018-2019
- List of Unit Members holding Department Office or Department Committee appointments (double spaced) for 2018-2019
- List of Unit Members holding District or County Office of District or County Committee appointments (double spaced) for 2018-2019
- List of National, Department, and District awards received by Unit in the 2018-2019 administrative year (double spaced)
- History narrative (begin numbering the pages) written as a factual narrative beginning with the installation of Unit Officers in 2018 and ending with the close of the administrative year in 2019. Make the narrative interesting to read and double spaced.
  - The signature of the Unit Historian must immediately follow the final paragraph of the history.

APPEARANCE . . . . .20 points

- Cover--a blue or black soft-sided binder for loose-leaf paper. The American Legion Auxiliary seal should be centered on the cover either by printing one or by use of 2 1/2 inch purchased gold foil seal.
- Paper--plain white 8 1/2 inch by 11 inches
- Page setup:

- o Margins--left should be 1 1/2 inch (to allow for punched holes. Top, right, and bottom margins should be 1 inch.
- o Text--12-point font, Arial style font
- o Page numbers--should begin on the first page of the narrative and be centered 1/2 inch from the bottom of the page
- o Use only one side of the paper per sheet
- Technology--Computer is preferred; however, a typewritten or hand-written is permissible. If typewritten or handwritten, the page set up should not vary from what is required of computer users.

ARRANGEMENT..... 20 points

- Written in narrative form in the third person
- Clear, concise with correct spelling and grammar
- No decorations, computer graphics (except for printed American Legion Auxiliary symbol on first page) pen or ink drawings, illustrations, extra material or newspaper clippings
- Be original and unique in thought and presentation

JUDGING--The winning Unit History Book from each District competition is to be submitted to the Department Historian by April 20, 2020 for judging in the Department contest.

(NOTE--corrections may be made in the Unit History Book after the District judging and prior to submitting it for Department competition.)

The Wagenknecht-Snyder Traveling Plaque will be awarded at the 2020 Department Convention to the Unit determined to have the winning History Book for the 2018-2019 year.

**DEPARTMENT CHAPLAIN**

**PATRICIA WISEMAN**

PO Box 58, Homer, NE 68030-0058

402 698 2279 (home – leave a message) 712 251 5602

pkwise@gmail.com

I am Pat Wiseman a 45-year member of Buckland Unit 97, Homer, NE. I am eligible through my husband, William and also my father, 2 sons and 3 grandchildren. Over the years, I have been part of so many events on local, Department, and National level that brought tears of joy, grief, or just deep respect to my eyes.

Our Preamble starts out with "For God and Country". The Chaplain is responsible for the connection with God. She is to offer a prayer at the start of each day's business and all religious services. She is also the Gold Star Chairman and a member of the Department Executive Committee. This is according to our Constitution. I will offer my support and prayers for our Department Legion Family members and our projects. I will also urge all members to also pray in their own way.

Setting goals for the year will start with many more traditional duties. I will be making a prayer book for President Elizabeth Paes and am requesting that members, Units, Counties, and Districts send me prayers, poems, and devotions for this. Let's show her our love and make it a beautiful book. Please include on a full page who it is from, Unit #, and send it to the address listed above. I will also judge the District Prayer book winners at next years Department Convention. The rules will be at the end of this article.

Secondly, I will make an effort to be at as many events as possible to share God's love and meet as many members as I can. Please, contact me if you have questions, I may not have all the answers, but I will do my best to help you. I will also include a page of suggestions for Unit Chaplains at the end of this article.

*May God bless our American Legion Family in the coming year and give us success in accomplishing our ALA mission.*

The only change in the prayer book rules is to please add the District # right after the Unit #.  
Thank you.

**Unit Chaplain:**

The office of Chaplain is very important for the wellbeing and spiritual support of the Unit and each member. Sadly, many Units do not have Chaplains and just have someone at the meeting read the manual prayers. When electing or assigning officers, you are urged to have a Chaplain as one of them. We put God first in all we do. As Chaplain, you are responsible for promoting that promise. You invite God to your meeting, with the opening prayer, and at closing He is

asked to be with you and the Legion family as we continue His mission and that of our organization.

#### **Unit Chaplain Duties:**

- Open and close meetings with prayer
- Offer blessings at meals and events
- Lead and plan Unit religious services like draping the charter, or memorial services
- Provide and collect prayers, devotional poems, offer inspirational material for members
- Have Unit members sign sympathy and get-well cards ahead of time, ready when they are needed.
- Help to maintain a spirit of goodwill in the Unit
- Invite members to share request for prayers
- Use American Legion table prayer cards at events
- Be "The Welcome Wagon" for new members, introduce and befriend them
- Assemble, with the help of unit, a prayer book to use and enter it in District competition
- Send prayers from Unit, to Dept. Chaplain, for President Neel's Prayer book

#### **Resources:**

- The American Legion Auxiliary web page: [www.alaforveterans.org](http://www.alaforveterans.org)
- The American Legion Auxiliary Unit Guidebook
- The American Legion Auxiliary Dept. of NE Constitution and Bylaws
- American Legion Auxiliary Chaplains Prayer Book
- Auxiliary Chaplains on Facebook:  
[www.facebook.com/groups/chaplains](http://www.facebook.com/groups/chaplains)
- Guidelines for the American Legion Auxiliary National Chaplain

## Prayer Book Instructions

Step 1— Use a clear front-page folder, with left-side 3-hole tacks.

Place American Legion Auxiliary Emblem sticker, top center of outside cover.  
Using a typed label or adhesive letters, attach  
below emblem, center of page, the words; Prayer Book.

{This is replacing the 3-ring hardcover notebook}

Step 2- Introduction Page: Centered and double spaced, as below:

Address of the Unit

Name of Unit #000

Department of Nebraska

Name of Unit Chaplain, Chaplain

Name of Unit President, President

2019 – 2020

{This first page and all individual pages need to be placed in a clear vinyl, top loading page protector, with 3 holes and attached to folder tacks. One page, per protector. 'side typed.}

Step 3 —

Prayers are to be double spaced and typed. Please spell correctly and identify author or source if known; if unknown, print as such. Bottom left corner is where author name should be typed. This year the prayer book will contain a minimum of 6 prayers.

2 Opening prayers, (prayers used to begin meetings)

Opening Prayer should be typed at top of each page.

2 Meal blessings, (used before funeral luncheons, etc.)

Meal Blessing typed at top of each page.

2 Closing prayers, (prayers used to close meetings and events.)

Closing Prayer typed at top of each page.

Remember, author or source, 1-side typed and place each in page protector.

Step 4-

Devotional divider.

Prayer books must have 2 parts. The divider



used here can be decorative and creative. Use pictures, artwork, symbols. It can be decorated on both sides.

Step 5-

Devotional thoughts, Bible verses, and inspirational articles; maybe your Confirmation verse. You will need a minimum of 2 articles. Follow same instructions above.

Districts are asked to mail their winning Prayer Books to me by \_\_\_\_\_ May 1  
There will be Department award certificates for top three entries.  
District Prayer Book Judging Sheet

Unit \_\_\_\_\_ Town \_\_\_\_\_ District \_\_\_\_\_

Grade \_\_\_\_\_

(A)(B)(C) 1. Used correct binder, Emblem and Prayer Book

on front page. Pages are in page protectors. (A)(B)(C) 2.

Information page is complete.

(A)(B)(C) 3. Book has 6 prayers minimum.

2 opening prayers, 2 meal blessings, 2 closing prayers.

(A)(B)(C) 4. Devotional divider. Is creative and inspiring.

(A)(B)(C) 5. Devotional thoughts. There should be at least 2 articles.

(A)(B)(C) 6. Overall appearance of the book. Neatness, spelling, creativity and all directions followed.

#(A's)      #(B's) \_\_\_\_\_ #(C's) \_\_\_\_\_ Rating \_\_\_\_\_ Place \_\_\_\_\_

Judge \_\_\_\_\_ Judge \_\_\_\_\_ Judge \_\_\_\_\_

Suggesting three judges, confirmed before District Convention. Example: District

Chaplain, Past District Officer, Dept. Officer

**SECRETARY**  
**LISA D. MOORE**

Phone: 402-466-1808  
PO Box 5227

Email: neaux@windstream.net  
5600 P St, Lincoln, NE 68505

The secretary's responsibilities include but, are not limited to, answering questions, emails, and phone calls, creating and sending department mailings, taking notes for all meetings of committees, conferences and conventions. She is responsible for submitting all membership to National Headquarters. All communications that need to go to and thru National Headquarters must go thru her first. It is also her duty to supervise all office staff, make sure that bills are paid, and to assist the President in any way that she requires.

Personally, the best tasks are, sending Christmas cards to all the other ALA Departments and acquiring a gift for the President, to be presented at Department Convention in June.

Thank you, Kathy, Beverly, and Elizabeth for this wonderful honor.

Tips for sending membership to Department:

1. Use the proper form
2. Watch the math
3. Count twice
4. Make sure the check amount is correct
5. Make sure new apps are filled out completely
6. Alphabetical order, including Juniors
7. Send in your State Life/Permanent members
8. Double check to see if the member has already paid
9. Place address changes, deceased members, name changes, and transfers on Member Data Forms not on transmittals, they can be missed
10. Use ALAMIS – Not a subscriber – You should become one

## ADVISORY COMMITTEE

DEBRA ALBERS

dalbers727@gmail.com 402-364-3162

1759 Rd. 5200, Davenport, NE 68335

KATHY MAZUR and BEVERLY NEEL, MEMBERS

The Advisory Committee is composed of three past Department Presidents, each of whom serve on the committee for a three-year term. The primary function of the Committee is share experiences as Past Department Presidents as mentors and advisors to those who seek guidance or information.

The Committee has no governing powers and performs the following functions.

- Judging Department Scholarships – We work with the Education Chairman and Department President to review and judge applications for the Department scholarships.
- Guiding and mentoring - We advise the Department Presidents and Department Leadership when consulted.
- We perform other duties as Department Executive Committee proposes or recommends.
- Reviewing resolutions - We assist with review of resolutions submitted for the DEC Action and provide commentary when appropriate.
- We perform other duties as Department Executive Committee proposes or recommends.

## **AMERICANISM**

**SHARON SCOTT**

Email: scotty1949@hotmail.com Home: 402-857-3838; Cell: 402-640-5144

PO Box 97, Niobrara, NE 68760

The Americanism program promotes patriotism and responsible citizenship.

### **WHAT CAN YOU DO?**

- 1. Be knowledgeable on flag history, etiquette and proper disposal methods; and promote the observation of patriotic holidays so your community will look to the ALA for information.**
  - Conduct a flag disposal ceremony
  - Host flag awareness events and communicate information
  - Participate in local patriotic holiday events
  - Encourage local businesses to fly a flag, especially on patriotic holidays
- 2. Encourage members to vote and to support the amendment to protect the United States flag from desecration. The amendment currently reads. "The Congress shall have power to prohibit the physical desecration of the flag of the United States".**
  - Contact state and federal representatives, asking them to support the flag amendment
  - Encourage others to vote
  - Take your children/grandchildren with you when you vote
  - Recruit others to support the flag amendment
- 3. Increase participation in the Americanism Essay Contest.**
  - Encourage your children/grandchildren to participate
  - Contact schools and other organization such as the Young Marines, Girl Scouts and Boy Scouts, and 4-H about the essay contest
  - Offer incentives for essay winners
  - Create information packets explaining contest rules, deadline dates, theme and award opportunities
  - Help to judge the contest
  - Encourage Junior members to participate in the contest
  - Contact the essay winner and their parents. Invite the parents to bring their child to your next Auxiliary meeting to read his/her winning essay
  - Work with school administration to promote the contest.
  - Contact local media to take pictures of the essay winner

**AMERICANISM AWARDS**  
**Department of Nebraska**

Townsend Trophy for Americanism Essay

Type of Award: A traveling Plaque

Presented to: The Unit that does the best public relations and promotion of the Americanism Essay Contest and with the most participation in proportion to their membership/area,

Example- visiting schools, letters to teachers, media promotion (newspaper, radio, television).

Guideline: must be typewritten in narrative format, not exceeding 500 words, telling-how your Unit promoted from start to finish the Americanism

Essay contest. It must be postmarked by April 20, 2020 and sent to Department Americanism Chairman Sharon Scott. The plaque will be presented at the 2020 Department Convention.

**National**

Dorothy Pearl Most Outstanding Americanism Program

Type of Award: Citation Plaque announced at the National Convention Presented To: One Unit Americanism chairman that reports the most outstanding Americanism program targeted to children and youth Guidelines: Must be typewritten in narrative format; not exceeding 500 words. Your entry May include not more than FIVE pictures and FIVE news articles. It must have an award cover sheet (located in the ABC Book) It must postmarked by April 20, 2020 and sent to Department Americanism Chairman Sharon Scott.

**AMERICANISM CHAIRMAN'S AWARD**

A monetary award will be given by this chairman to the Unit that submits the best narrative report on how they have promoted the Americanism program in their community during the year. This should include what has been done to promote the 4 key points listed in the ABC Book.

## AMERICANISM ESSAY CONTEST GUIDELINES FOR PARTICIPATION

1. Information should be sent to the teachers as soon as possible, preferably in September. This can be found in the ABC Book under Americanism Program.
2. The information should include:
  - A. A copy of the of the Cover Sheet (found in the ABC Book) that has the official title of the essay on it. This sheet is to be completed and attached to the front of the essay.
  - B. The essays must be handwritten or typed. Grades 7-12 must be typed.
  - C. The title listed on the cover sheet should be at the beginning of the essay.**
  - D. The signature of the student **should** be at the end of the essay in case it gets separated from the cover sheet.
  - E. The font used should be easy to read.
  - F. All words must be spelled correctly and do not trust the spell check.
  - G. There can be no pictures or symbols on the essay and bold print should not be used.
  - H. A inch margin is recommended on all sides.
3. When the essays are completed the Unit judges them and only the 1<sup>st</sup> place winner in each class is sent to the Department Americanism Chairman. Check the ABC Book for the dates when the essays are to be submitted.
4. Any questions please do not hesitate to contact me early so we can get correct answers and explanations given.

Sharon Scott, Americanism Chairman  
PO Box 97  
Niobrara, NE 68760  
[Scotty1949@hotmail.com](mailto:Scotty1949@hotmail.com) 402-857-3838 402-640-5144

Essay theme 2019-2020

“How can we address the health and well-being of our veterans, military, and their families”

Essays due to Department Chairman from the Units: Postmarked March 15, 2020

## **2017-2022 American Legion Auxiliary Programs Action Plan Americanism**

Americanism promotes patriotism and responsible citizenship.

### **Committee Contact Information:**

Americanism@ALAforVeterans.org

### **What can you do?**

- 1. Be knowledgeable on flag history, etiquette, and proper disposal methods, and promote the observation of patriotic holidays so your community will look to the ALA for information.**

### **Ideas:**

#### **Member**

- Publish flag etiquette tips in your newspaper and on social media.
- Model respect for our flag at public events, such as sporting events.
- Visit schools at the beginning of the school year to give some basic facts about our flag, our national anthem, and when we stand and put our hands over our hearts at parades and ball games.
- Volunteer for a local patriotic event.
- Sign up at [www.legion.org](http://www.legion.org) to receive notifications on when to display your flag at half-staff.
- Contact and ask state and federal representatives to support the flag amendment.
- Vote! Take your children/grandchildren with you when you vote – many places have kid-related voting. Encourage others to vote.
- Recruit others to support the flag amendment by explaining what it is and why it is important. Sign up for The American Legion's Legislative action alerts and follow flag issues.
- Work with local schools to further education of the Constitution, either whole or in part such as the Bill of Rights or the Preamble.

#### **Unit**

- Work with your Legion Post to increase respect for the flag in your community; invite the public to participate in a flag disposal ceremony.
- Teach proper handling, displaying, and respect for the American flag, as well as our National Anthem and the Pledge of Allegiance.
- Organize a patriotic holiday event or participate in local patriotic holiday events (i.e. march in a parade).
- Volunteer to keep up the area around the flag pole at your community's civic government area by planting seasonal flowers and collecting trash.
- Encourage local businesses to fly the American flag, especially on patriotic holidays.
- Encourage Legion Family members to fly an American flag at their home.
- Provide American flags to your local schools for classrooms.

- Order pocket flag kits and distribute to members.
- Identify and distribute assembled pocket flags to active-duty military overseas.
- Encourage Auxiliary members to contact state and federal representatives and ask them to support the flag amendment.
- Encourage members to participate in Get Out the Vote and Kids Voting USA campaigns. For more information, refer to [www.legion.org/vote](http://www.legion.org/vote) and [www.kidsvotingusa.org](http://www.kidsvotingusa.org).
- Work with local schools to further education of the U.S. Constitution, either whole or in part such as the Bill of Rights or the Preamble.

**Department**

- Share information from The American Legion’s publication *Let’s Be Right On Flag Etiquette* in your department newsletter each month.
- Conduct a flag disposal ceremony.
- Host flag etiquette awareness events and communicate information in schools, at your post home, and/or at public functions.
- Compile a list of patriotic holidays and events and share with your units.
- Acquire flags flown over your state capitol building to present to honored guests that visit your unit.
- Encourage members to contact state and federal representatives and ask them to support the flag amendment.
- Encourage members to participate in Get Out the Vote and Kids Voting USA campaigns. For more information, please refer to [www.legion.org/vote](http://www.legion.org/vote) and [www.kidsvotingusa.org](http://www.kidsvotingusa.org).

**2. Increase participation in the Americanism Essay Contest. The theme for the current year can be found in the Americanism Annual Supplement to the Programs Action Plan available at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).**

**Student Award:** Americanism Essay Contest

**Type of award:** Citation, \$50 prize and additional \$50 donation added to the Children of Warriors National Presidents’ Scholarship Fund.

**Presented to:** 30 students total, six from each division, one student for every class in each division

**Materials and Guidelines:**

- The contest shall include six classes.

<b>Class</b>	<b>Grade Level</b>	<b>Word Requirement</b>
I	3 and 4	150-250
II	5 and 6	250-300
III	7 and 8	350-400
IV	9 and 10	450-500
V	11 and 12	450-500
VI	Students with Word count should correspond with special needs student’s grade level.	



Students with special needs are defined as:

- Those in special education classes.
- A student recommended for special education classes, but who has not been admitted due to a waiting list or various other factors.
- A child identified as having a disability, but not in a special education class due to lack of facilities; identification contingent upon discretion of school officials.
- Entries must include the Americanism Essay Contest cover sheet found in the Americanism Annual Supplement to the Programs Action Plan.
- Unit winners are sent to the department Americanism chairman, following department guidelines.
- For deadline and division Americanism chairman contact information, please refer to the Americanism Annual Supplement to the Programs Action Plan.
- National winners will be informed of their award via communication from National Headquarters. The award check will be mailed directly to the student and the citation will be forwarded to the department for presentation.
- While ALA representatives will do their best to return all essays, it is not guaranteed. We recommend participants retain a copy of their submission for their own records.

#### **Ideas:**

##### **Member**

- Encourage your children/grandchildren to participate in the essay contests.
- Offer to contact schools or other organizations.
- Help judge the essays.

##### **Unit**

- Contact schools and other organizations such as the Young Marines, Girl and Boy Scouts, and 4-H about the essay contest.
- Encourage Junior members to participate in the essay contest.
- Create information packets explaining contest rules, deadline dates, theme, and award opportunities.
- Contact the essay winner and their parents. Invite the parents to bring their child to your next Auxiliary meeting to read his/her winning essay. Provide refreshments.
- Work with school administration to identify guidance counselors, history teachers, etc. whose students would be interested in participating.
- Arrange for a day with the schools (preferably during a student assembly) to present the essay winners with their prizes. Provide cash award and/or savings bond.
- Be sure to include this information on your unit report to your district, department, and national chairman.

##### **Department**

- Remind members about the essay contest, provide information, and encourage members to promote it.

### **3. Participate in the promotion of The American Legion Americanism programs.**

#### **Ideas:**

##### **Member**

- Support American Legion Baseball.
- Help with statistics.
- Work the concession booth.
- Donate to a team.
- Contact local sports shops and ask if they would be willing to make donations toward a fundraiser or offer a discounted price to purchase needed items.
- Support the Oratorical Contest.
- Help prepare post home to sponsor local or district contest. o Offer to be a judge or timekeeper.
- Offer to help out with refreshments. o Provide transportation for candidates.
- Help recruit candidates at local schools and other organizations.
- Contact history teachers or debate coaches.
- Support the Junior Shooting Sports, which promotes gun safety and marksmanship training for youth.
- Volunteer to help out with scoring, supervision, or transportation.
- Help recruit candidates at local schools and other organizations.
- Contact JROTC at local schools.

##### **Unit**

- Work with the post and/or district Americanism chairman.
- Support American Legion Baseball.
- Sponsor a team. o Help with statistics.
- Man the concession booth.
- Hold a fundraiser.
- Drive the team to games.
- Support the Oratorical Contest either at your post level or district level.
- Offer to provide volunteers as timekeepers or judges. Offer to help out with refreshments. Offer to host a contest.
- Help recruit candidates at local schools and other organizations.
- Support Junior Shooting Sports, which promotes gun safety and marksmanship training for youth.
- Offer to provide refreshments on event day. Arrange transportation and/or supervision on event day.
- Host an event at your post/unit home, if you have the space.

##### **Department**

- Work with The American Legion Americanism chairman in your department.
- Support American Legion Baseball.
- Sponsor a team.
- Sponsor a tournament.

- Encourage units to support the Oratorical Contest in conjunction with their respective posts or districts.
- Encourage units to support Junior Shooting Sports, which promotes gun safety and marksmanship training for youth.

## **Americanism Reporting\***

### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Americanism chairman is required to submit a narrative report to the division Americanism chairman, plus copy the national Americanism chairman.

### **Annual Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Americanism chairman is required to submit a narrative report to the division Americanism chairman, plus copy the national Americanism chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the Americanism Committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).*

### **As part of your narrative report, please include answers to the following questions:**

- How did you promote the Americanism essays contest?
- How did units promote the flag program?
- How did you promote patriotic holidays?
- How did units encourage support of the flag amendment?
- Did units support The American Legion Americanism programs? How?
- How did units promote Americanism in their community?

### **Americanism Awards**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Americanism committee contact information may be found on the Americanism committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

**A. Unit Award:** Dorothy Pearl Most Outstanding Unit Americanism Program

- Award: Citation Plaque
- Presented to: One unit in each division (5)
- Materials and guidelines:
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- The entry may include no more than five pictures and five news articles.

**B. Department Award:** Best Department Americanism Program

- Award: Citation
- Presented to: One department in each division (5) •
- Materials and guidelines:
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- Include pictures, clippings, scrapbooks, folders, etc.

**Additional Resources You Can Use**

1. American Legion Flag and Emblem Sales: [www.emblem.legion.org](http://www.emblem.legion.org)
  - Flag education DVD: explains the history, significance, meaning, proper display, and treatment of the U.S. flag.
  - *Let's Be Right On Flag Etiquette* - a question and answer booklet on proper flag etiquette.
2. The American Legion Flag Advocacy: [www.legion.org/flag](http://www.legion.org/flag)
3. The American Legion's Action Programs of Americanism brochure: [www.legion.org/publications](http://www.legion.org/publications)
4. Capitol Building flags: To order flags flown over the Capitol, contact your congressional representative(s) or senator or visit his/her website. Flags are available for a nominal fee; four to six weeks should be allowed for delivery.
5. Pocket Flag Project: [www.pocketflagproject.com](http://www.pocketflagproject.com).
6. Your national Americanism committee members (see Americanism program page on the national website or Annual Supplement for contact information)



**AMERICANISM ESSAY CONTEST  
2019 Cover Sheet**

Each year, the American Legion Auxiliary (ALA) sponsors an Americanism Essay Contest for students in grades 3-12, including students with special needs. Grade levels are divided into six classes. One award in each of the six classes will be presented in each division. Winners will receive \$50 and a \$50 donation in the student's name will be made to the Children of Warriors National Presidents' Scholarship fund. National winners will be posted at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) after convention.

**Essay Title:** *"How can we address and prevent veteran homelessness in our communities?"*

**Essay Classes:**

Class	Grade Level	Word Requirement
I	3 and 4	150-250
II	5 and 6	250-300
III	7 and 8	350-400
IV	9 and 10	450-500
V	11 and 12	450-500
VI	Students with special needs	Word count should correspond with student's grade level.

**Essay Checklist:**

- Class competing in \_\_\_\_\_
- Sponsoring ALA unit \_\_\_\_\_
- Typed or neatly written essay conforming to the word requirement for class
- Completed essay coversheet as first page of essay
- Word count of essay \_\_\_\_\_
- Due date for student to return to ALA unit \_\_\_\_\_

**To Be Completed by the Student/Parent:**

Student Name: \_\_\_\_\_

Address (Street, City, State, Zip): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone: \_\_\_\_\_

School Name: \_\_\_\_\_

School City/State: \_\_\_\_\_

Teacher Name and Signature: \_\_\_\_\_

**Auxiliary Use Only (Must be completed for entry to be considered.):**

Sponsoring Unit Name/Number: \_\_\_\_\_

Signature of Unit Americanism Chairman: \_\_\_\_\_

Unit winner due to Department on: \_\_\_\_\_ Department: \_\_\_\_\_

Signature of Department Chairman: \_\_\_\_\_

*Department winner due to National Americanism Division Chairman by April 15, 2019*

Americanism

## AUXILIARY EMERGENCY FUND (AEF)

DEBRA ALBERS

dalbers727@gmail.com 402-364-3162

1759 Rd. 5200, Davenport, NE 68335

The purpose of the Auxiliary Emergency Fund is to provide temporary financial assistance to eligible members during times of financial crisis or weather-related emergencies and natural disasters and promotes awareness and knowledge of the program.

During the past year with flooding in Nebraska and the natural disasters that came along with it, Auxiliary members could obtain temporary financial assistance through this program.

**What can we do:** Be visible and aware of needs in your community.

1. Members and Units need to become familiar with what AEF can and cannot do.

Brochures, applications and other information may be found at

<https://www.alaforveterans.org/Members/Auxiliary-Emergency-Fund/> after logging at the National Website or by contacting Department Headquarters for information.

Available resources are:

- The Expedited Application
- AEF Roles and Responsibilities
- Application for Assistance
- Before You Begin
- Contribution Form
- AEF Brochure
- AEF Certificate of Appreciation

2. Help the National Emergency Fund obtain donations by supporting Department and Unit fundraisers.

- Make a personal donation. Individuals or groups donating \$50 or more will receive a pin as requested by National Headquarters.
- Place an AEF donation can in your Unit or Post. A downloadable can label is available at [alaforVeterans.org](http://alaforVeterans.org).
- Plan a fundraiser for AEF.

### **Auxiliary Emergency Fund Reporting Deadlines:**

Mid-Year Report: Due December 15 and reflects the program of work of the unit.

Email: dalbers727@gmail.com

Year-End Report: Due April 20 and reflects the program of the Unit.

Email: dalbers727@gmail.com

### **Questions for narrative reports**

How did you disseminate information on AEF in your Community?

What did you do to raise funds for AEF?

How much was donated.

**Department Award:** for best Narrative received by April 20

**National Awards:** Deadline for each is June 1

Department Award: Largest Contribution:

Unit Award: Unit Contributing the largest amount (per capita)

Department Award: Department Contributing the largest amount (per capita)

NEBRASKA'S CENTENNIAL CELEBRATION  
Celebrating the Future by Remembering the Past 100 Years



**AMERICAN LEGION AUXILIARY  
NEBRASKA CENTENNIAL  
Donna Hatfield, Chairman**

Happy Birthday, American Legion Auxiliary!!! On November 10th, the American Legion Auxiliary will celebrate 100 years – of serving military, our veterans and their families. The National American Legion Auxiliary is celebrating this historic year from the August 2019 National Convention and will continue the celebration through National Convention 2020.

The ALA's 100th anniversary is a time not only to celebrate the achievements of the last century, but also to look ahead to our next century, whether you're an individual member or a unit, district/county, or department. A new generation of veterans, servicemembers, and their families will depend on the American Legion Auxiliary.

## **WHERE TO START**

### **Plan your celebrations**

If you have not already done so, organize a centennial committee to plan how your unit will celebrate. We suggest members also join the American Legion Auxiliary 100th Anniversary Celebration Facebook group at [www.Facebook.com/groups/ALAcenntennial](http://www.Facebook.com/groups/ALAcenntennial). This closed-group forum, a place where members-only can gather to discuss the centennial, is a great peer-to-peer resource for ideas on how to observe the ALA's 100th birthday. Centennial celebration events are perfect opportunities to recruit new members to help us begin our next century of service.

### **Promote your celebrations**

Reach out to your local newspapers, television stations, and radio stations. Designate a spokesperson for each event to talk to the media. Utilize your unit's social media accounts and encourage your members to share the unit's information and events on their personal social media accounts.



# NEBRASKA'S CENTENNIAL CELEBRATION

## Celebrating the Future by Remembering the Past 100 Years

### Ideas for celebrations

Celebrations don't have to be big. Decide what is appropriate for your unit. Some units may want a small celebration with a birthday cake. Others may decide to host a festival for the community. Consider adding a celebration to an event your unit already has planned. There are several things you can do to commemorate the centennial:

- Community open house
- Ask your town mayor, city council, or chamber of commerce to proclaim an American Legion Auxiliary centennial day. Use the template for a proclamation included in the Centennial Media Toolkit.
- Host a dinner or dance at your American Legion post home.
- Host a community festival. Invite vendors in the community to set up booths.
- Organize a centennial blood drive, canned-good, or toy drive.
- Host a birthday party.
- Invite members to a crafting event. And the list goes on, limited only by your imagination!!!

Reference from: <https://www.alaforveterans.org/Resources/Marketing---Promotional-Materials/>

### Centennial Media Toolkit | 100 Years of Service Not Self

#### REPORTING:

The old saying "The job is not finished until the paperwork is done" applies here. I am asking you to write that brief summary or narrative of your centennial activity immediately following the end of the activity while it is fresh on your mind. Include pictures to help tell the story; include ways the event was publicized and if you used Facebook, did you use the hashtag "#ALA100"? Any numbers worked need to be reported under the Program Committee the activity falls under.

Send the report to:

Donna Hatfield; PO BOX 841; Lexington, NE 68850 or

by email: [dhatfield68850@hotmail.com](mailto:dhatfield68850@hotmail.com)

I would appreciate the report IMMEDIATELY after the event (only one report per event is needed). Otherwise, reports are requested twice a year:

**Mid-Year report by January \_\_\_. 2020**

**Year-end report by May 1, 2020**

A good reference book about the "**History of the Nebraska American Legion, The Volume of a Historical Record of the American Legion, Department of Nebraska** – Frank O'Connell" is available as a free book from Google Books. Not only does this book tell about the Nebraska American Legion but tells about the inception of The American Legion as well as the start of the American Legion Auxiliary.

# NEBRASKA'S CENTENNIAL CELEBRATION

## Celebrating the Future by Remembering the Past 100 Years

### ❖ RESOURCES

- Internet – Use your search engine to find other sites available
  - [alaforveterans.org](http://alaforveterans.org) – Not only can you find out about centennial activities using the tabs below, but everything you need to know about the American Legion Auxiliary!!!
    - ◆ Media
      - Social Media – Click here to find the ALA Facebook groups as well as the hashtags to use when sharing to Facebook
      - **ALA eNews** is published monthly and focuses on programs, activities, and events in short, quick-read articles. One-topic eblasts also are sent to announce special events or news
      - **ALA In the Know eBulletin**  
This electronic publication updates American Legion Auxiliary members and leaders with announcements, ideas and best practices for working the ALA's mission outreach and internal support programs. Each issue <http://alaintheknow.wordpress.com/> is announced by email to subscribers in each edition of *ALA eNews*.
    - ◆ Members only
      - PR/Marketing – Click here to find the Centennial Media kit to download. **Centennial Media Toolkit | 100 Years of Service Not Self** - The purpose of this media toolkit is to help ALA units promote the centennial at the local community level. From planning the celebration to publicizing it, this toolkit can help units of any size. ALA National Headquarters has created templates that can assist you in spreading the news about your unit's events. These templates can be customized when accessed online.
    - EMBLEM SALES - <https://emblem.legion.org/>
      - ◆ Auxiliary – 100<sup>th</sup> Year Anniversary – This is where you can order centennial shirts, patches and pins. (an idea shared was to put a magnet on the patch and then can be used with any shirt you wear)
    - ALA Department of Nebraska webpage - <https://nebraskalegionaux.net/>
- Your local community
  - Museum – Find historical items, research old newspapers, etc.
  - Post/Unit home – Locate charters, original documents; old minutes; historical items, etc.
  - Newspaper and radio – Use these resources to publicize your events.
  - People – Do you have anyone who can give a firsthand report? or a video of veterans sharing their service story (check at the public library or local school)
- American Legion Auxiliary
  - Department of Nebraska
    - “The Star” and Newsletters
    - Department, District, County officers
    - Department, District, County MEETINGS!!
    - Unit Members (and this means YOU!!!)

**CHILDREN AND YOUTH CHAIRMAN  
MARGE SUCHY**

Email: margesuchy@aol.com Home: 402 784 3472 Cell: 402 540 1321

1589 Little Salt Road, Valparaiso NE 68065

**CHAIRMAN GOAL:**

I would like to see more Units sponsor a Children and Youth Fun Day at their Unit, and to include the Military Children in your community. I recommend you do this in the Month of April which is Children and Youth Month as well as the month of the Military Child. Also let us not forget to watch for those Youth Heroes, and the children in your community who do Good Deeds, we want to make sure to recognize and award these young people.

**NATIONAL AWARD:**

**Unit Award:** Most Outstanding Unit Children & Youth program.

**Type of Award:** Engraved Plaque

**Due:** Entry must be postmarked by **April 20** and sent to the Department Children & Youth Chairman.

**DEPARTMENT AWARD:**

**BEST OVERALL DEPARTMENT CHILDREN AND YOUTH PROGRAM**

**Type of Award:** Certificate

**Due:** Entry must be postmarked by **April 20** and sent to the Department Children and Youth Chairman.

Please note: There will be no Josh the Dog available this year.

Star Spangled Kid program has been moved to Americanism. Don't stop working this initiative, simply report it under the Americanism section.

## 2017-2022 American Legion Auxiliary Programs Action Plan Children & Youth

The Children & Youth program emphasizes protecting, caring for and supporting children and youth, particularly those of veterans' and military families.

### Committee Contact Information

children&youth@ALAFORVeterans.org

### What can you do?

#### 1. Support Children and Youth in your community.

- **"Star Spangled Kids"**: This is an ALA program to educate children and youth on the history of the United States from the aspect of patriotism, Americanism and the U.S. Constitution.
- **Youth Hero Awards/Good Deed Awards**: This is a way the ALA can recognize youth in our communities who demonstrate good citizenship, either through a brave physical act or a good deed.
- **Josh dogs**: An American Legion Family alliance, GI Josh is a plush dog and accompanying storybook used to help ease separation fears for the military children.
- **April is The American Legion's Children and Youth Month**

### Ideas:

#### Member

- Offer to make a "Star Spangled" presentation to your local schools. Invite post members to help students learn how their military service was meaningful in defending the U.S. Constitution.
- Refer to the Star Spangled Kids how to sheet at the end of this program plan for more information.
- Contact local high schools to invite them to encourage their students to use their knowledge of the U.S. Constitution by participating in The American Legion Oratorical Contest.
- Refer to [www.legion.org](http://www.legion.org) for information on the Oratorical Contest.
- Monitor newspapers, TV and neighborhoods for children and youth who have performed a heroic act of physical valor, such as performing CPR, helping evacuate in the event of a fire, calling 911 for an emergency, etc. Work with your unit to nominate them for a Youth Hero/Good Deed Award.
- Contact local schools, churches and youth groups to make them aware of the Youth Hero/Good Deed Awards. Make sure to leave unit contact information.
- Identify children in your community who may be or are facing hospitalization for the first time and who may benefit from a Josh and friends dog and book.

## **Unit**

- Create a Unit Citizenship Award for children and youth who have learned the ideals of the U.S. Constitution.
- Share a constitutional fact each month in the unit newsletter, the newspaper editorial and/or on social media.
- September 17 is Constitution Day (Citizenship Day). Host a party that revolves around the U.S. Constitution for children.
- Print and distribute pocket constitutions to schoolchildren.
- Refer to the Star Spangled Kids how to sheet at the end of this program Plan for more information.
- Once a child has been identified as a Youth Hero/Good Deed applicant, complete the nomination form. See the Youth Hero/Good Deed nomination form at the end of this program Plan to submit the name of the child. Have the form signed by two unit members, and then submit the form to your department secretary.
- When a Youth Hero/Good Deed award has been processed by national headquarters, contact local media, community school leaders and the child's parents, and plan for a public presentation of the award.
- Plan a special celebration of children during the month of April in honor of Children and Youth Month.

## **Department**

- Share a constitutional fact each month in the department bulletin.
- Offer incentives to units for starting a "Star Spangled Kids" activity.
- Refer to the Star Spangled Kids how to sheet at the end of this program Plan for more information.
- Support the Children and Youth programs of The American Legion by providing information to units and distributing American Legion pamphlets, coloring books, comic books and other information found on [www.Legion.org](http://www.Legion.org) and through Emblem Sales.

## **2. Support military children and youth**

- Kids of Deployed are Heroes 2 (KDH2): This is a recognition program for military children who experience extended separation from their military parent or parents.
- GI Josh: An American Legion Family alliance, GI Josh is a plush dog and accompanying storybook used to help ease separation fears for the military children.
- April is the Month of the Military Child

## **Ideas:**

### **Member**

- Volunteer at a Tragedy Assistance Program for Survivors (TAPS) camp program.
- Volunteer at a Family Readiness Group event where KDH2 "I'm a Hero 2" buttons/stickers can be distributed.
- Give a GI Josh to the child of a deployed service member.
- Wear purple on April 15 in honor of Purple Up! for Military Kids day.

## **Unit**

- Host a dinner, game night, community fair, etc. that will bring military and nonmilitary families together.
- Host a KDH2 celebration with recognition buttons/stickers to let military kids know we appreciate their sacrifices.
- Refer to the how to sheet at the end of this program Plan for more information.
- Support G.I. Josh – Identify military children who may have a parent or sibling deploying.
- Plan a special celebration of military children during April in honor of the Month of the Military Child.
- Encourage members to wear purple on Purple Up! for Military Kids day (April 15).

## **Department**

- Promote the KDH2 program
- Collaborate with ALA Girls State by recognizing citizens who are the daughters of service members with "I'm a Hero 2" buttons or stickers.
- Team up with other community groups that are also concerned with the special needs of military children (i.e. Give an Hour, Military Parents, Guard/Reserve Family Readiness Group representatives, etc.).
- Plan a special celebration of military children during April in honor of the Month of the Military Child.
- Encourage members to wear purple on April 15 in honor of Purple Up! for Military Kids day.

## **3. Support veterans' children and youth.**

- Some of our homeless veterans also have children living on the streets with them.
- *Klinger, a Story of Honor and Hope* – Tragedy Assistance Program for Survivors (TAPS) is affiliated with the American Legion Family

## **Ideas:**

### **Member**

- Contact your local churches, homeless shelters and food pantries to identify homeless veterans' children. Ask what their specific needs are, and offer them your services as an ALA member.
- Contact your local news sources (newspaper, community television, community websites and social media accounts) and town council. Offer to give a presentation about you and your unit's work for homeless veterans and their children.
- Contact your voluntary services representatives at the Veterans Affairs Medical Center. Offer to work with them to help meet the needs of children of homeless veterans who come to the VAMC.
- Contact local schools to access their need for supplies and extra clothes for homeless children. Offer to supply items as needed.
- Volunteer at a TAPS camp program.

## **Unit**

- Train members to be a resource for front-line agencies who receive requests for help.
- Contact local schools to assess their need for supplies and extra clothes for homeless children. Offer to supply items as needed.
- Contact your post service officer to offer help with the needs of children of veterans who need financial help. (The American Legion - Temporary Financial Assistance)
- Help raise awareness for the needs of homeless children in your community by sharing unit activities on the unit website, social media pages and newsletters.
- Purchase the book, *Klinger, a Story of Honor and Hope*, from TAPS with the companion plush horse for children who are grieving the loss of a military parent or loved one.

## **Department**

- Team up with other community groups that are also concerned with the special needs of veteran's children. (i.e. TAPS)
- Share information and ideas, including activities units are providing, on the department's website, social media pages and newsletters to help children of veterans.

## **Children & Youth Reporting\***

### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Children & Youth chairman is required to submit a narrative report to the division Children & Youth chairman, plus copy the national Children & Youth chairman.

### **Annual Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Children & Youth chairman is required to submit a narrative report to the division Children & Youth chairman, plus copy the national Children & Youth chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the Children & Youth Committee page on the national website, [www.ALAFORVeterans.org](http://www.ALAFORVeterans.org).*

### **As part of your narrative report, please include answers to the following questions:**

1. How did your units and department promote "Star Spangled Kids," educating children and youth about the U.S. Constitution from the aspect of patriotism and Americanism?
2. How did your units and department promote the Youth Hero/Good Deed Award?
3. What success stories do you have regarding support for military or homeless veterans' children?

## **Children & Youth Awards Deadlines and Submission Requirements:**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.

1. Provide details/examples about the activity as outlined in the award's materials and guidelines section.
2. Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Children & Youth committee contact information may be found on the Children & Youth committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

### **A. Award: Youth Hero**

Award: Youth Hero Medal and Citation

Presented to: Youth under 18 years of age who have performed heroic acts of physical valor; membership in The American Legion Family is not required

Materials and guidelines:

- Complete the Youth Hero and Good Deed Award Nomination Form and mail to your department secretary, who certifies, then mails the application to National Headquarters. (Please, **do not** mail applications directly to National Headquarters.)
- The award certificate, signed by the national president and national Children & Youth chairman, and Youth Hero Award medal will be returned to the unit or department to be presented on behalf of the National organization.
- The department Children & Youth chairman should be notified of the award.

### **B. Award: Good Deed**

Award: Citation

- Presented to: Youth under 18 years of age who have performed specific good deeds and are great examples of community service in action; membership in The American Legion Family is not required
- Materials and guidelines:
- Complete the Youth Hero and Good Deed Award Nomination Form and mail to your department secretary, who certifies, then mails the application to National Headquarters. (Please, **do not** mail applications directly to National Headquarters.)
- The award certificate, signed by the national president and national Children & Youth chairman, will be returned to the unit or department to be presented on behalf of the National organization. The department Children & Youth chairman should be notified of the award.



**C. Unit Award:** Most Outstanding Unit Children & Youth Program

Award: Citation Plaque

- Presented to: One unit in each division (5)

Materials and guidelines:

- Narrative not to exceed 1,000 words. Include specific examples of how your unit worked the Children & Youth program, including supporting military children and the Star Spangled Kids program.
- May include pictures, news articles, news releases, etc.

**D. Department Award:** Best Department Children & Youth Program

- Award: Citation

- Presented to: One department in each division (5)

Materials and guidelines:

- Narrative not to exceed 1,000 words. Include specific examples of how your department worked the Children & Youth program, including supporting military children and the Star Spangled Kids program.
- May include pictures, news articles, news releases, etc.

**How to Sheets**

- How to Promote "Star Spangled Kids"
- How to Conduct a "Kids of Deployed Are Heroes 2" Program
- How to Reach Out to Military Children and Youth

**Additional Resources You Can Use**

1. "I'm a Hero 2" stickers template and instructions can be found on the Children & Youth program page at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
2. Your national Children & Youth committee members (see Children & Youth program page on the national website or Annual Supplement for contact information.)
3. The national Children & Youth Committee Facebook group, search "ALA Children and Youth"
4. The American Legion Children & Youth programs: [www.legion.org/programs](http://www.legion.org/programs)
5. The American Legion Child Welfare Foundation: [www.legion.org/cwf](http://www.legion.org/cwf)
6. Josh and Friends (American Legion Family alliance): [www.joshandfriends.com](http://www.joshandfriends.com)
7. Tragedy Assistance Program for Survivors (an American Legion Child Welfare Foundation grant recipient for *Klinger*): [www.taps.org](http://www.taps.org)

## HOW TO PROMOTE "STAR SPANGLED KIDS"

### **Star Spangled Kids: Educate children and youth on the history of the United States from the aspect of patriotism, Americanism and the U.S. Constitution.**

- In conjunction with local schools, create a Unit Citizenship Award for children and youth who have demonstrated the ideals of the U.S. Constitution.
- Team with the Education chairman to bring veterans or service members into the classroom to talk about what their service means to defending the ideals of the Constitution.
- Share "Fascinating Facts about the U.S. Constitution" each month in the department or unit bulletin, in tweets, or in a newspaper editorial.
- List important constitutional dates by chronological order or by month.
- Encourage students to test their knowledge of the Constitution.
- Distribute patriotic coloring book pages for children in primary grades.
- Celebrate Constitution Day (also known as Citizenship Day) on September 17, the day set aside each year to commemorate the signing of the U.S. Constitution.
- Celebrate at September's Junior meeting with a cake or cupcakes.
- Let Juniors report on different sections of the Bill of Rights
- Print and distribute pocket copies of the U.S. Constitution for school children and/or Juniors.
- Put on a skit or musical about the Constitution and the signers.
- Hold a scavenger hunt in the post where children find information relating to the Constitution.  
Have members dress up as signers of the Constitution and describe the role of their character in the writing and signing of the Constitution.
- Encourage high school-aged students to use their knowledge of the U.S. Constitution by participating in The American Legion Oratorical Contest.

#### Resources:

- [www.constitutionfacts.com](http://www.constitutionfacts.com)
- Constitution Day Resources:  
<http://ca3rsproject.org/pages/ConstitutionDayResources.html>

## **HOW TO CONDUCT A "KIDS OF DEPLOYED ARE HEROES 2" PROGRAM**

**Kids of Deployed are Heroes 2 (KDH2): honoring military children who may experience a separation from one or both parents, whether deploying to a war zone, having a short tour or extended TDY (temporary duty assignment).**

1. Make preparations for a supply of "recognition buttons" for distribution. Visit the Children & Youth page of the Members Only section at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) for more information. Buttons may be ordered through a commercial vendor or made locally with the following content:
  - I'm a Hero 2.
  - Proud Parent of a Military Child with a picture.
  - Proud Grandparent of a Military Child with a picture.
2. Call a planning meeting: include the Legion Family, especially Junior members. Consider the following ideas to recognize military kids:
  - Make or purchase and distribute 'I'm a Hero 2' buttons.
  - Make or purchase and distribute 'Proud Parent/Grandparent of a Military Child' with picture button.
  - Can't afford buttons? Make or purchase and distribute stickers.
3. Decide the best location for recognition of military kids:
  - Coordinate with Family Readiness Groups for button distribution during family days.
  - Coordinate with Legion Family members for local community days/fairs etc.
  - Consider having an activity day/dinner for military families at your post home.
  - If your unit is in close vicinity to a military installation, contact Morale, Welfare, and Recreation (MWR) for a listing of activities in which you might have a concession or table.
  - Make buttons available for ALA Girls State and The American Legion Boys State programs and Junior members.
  - Consider suggestions from Junior members for school activities and locations.

No matter what you decide to do, plan a public relations campaign around your event. Consider having Auxiliary membership applications available. Community events provide the best opportunity to sign up new members.

## HOW TO REACH OUT TO MILITARY CHILDREN AND YOUTH

### Some ideas for reaching out to military children and youth:

1. Sponsor a "You're My Hero" event, similar to the Youth Hero Award, but for military children.
  - Present them with certificates and medals.
  - Be creative.
  - Ask your Junior members to participate.
  - Use your public relations tools to inform the community. Refer to the Public Relations Toolkit at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
2. Host a movie and popcorn night for teens or a board game night.
  - Many military kids can't afford new prom dresses. Get the community involved in collecting and distributing gently used prom dresses.
  - Ask local radio stations and newspapers to donate time and space to help advertise your initiative.
  - Get local bridal shops involved.
  - Involve your high school counselors.
  - Your unit may also want to help with transportation expenses, flowers, etc.
3. Contact your local homeless shelter. Ask if there are any veterans there with children.
  - Since one in five homeless are veterans, there is a good chance they will be living in local shelters. Find out what your unit can do to help the children.
  - VA hospitals have homeless coordinators and/or directors of voluntary services. Meet with them to establish a method in which the coordinator/director will coordinate with your unit whenever a homeless veteran with children is identified. Offer to provide school supplies for the child, through the homeless coordinator or director of voluntary services.
4. Maybe the best thing you can do is get your Legion Family together and brainstorm ideas that might work in your community. Sometimes, school-aged children might be your best link to finding military children in your community. Be creative.

No matter what you decide to do, plan a public relations campaign around your event. Consider having Auxiliary membership applications available. Community events provide the best opportunity to sign up new members.



# American Legion Auxiliary

## Youth Hero and Good Deed Award Nomination Form

**NAME OF YOUTH** \_\_\_\_\_  
First Middle Initial Last

Youth's date of birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age \_\_\_\_\_  Male  Female

Date \_\_\_\_\_ Submitted by Unit # \_\_\_\_\_ Dept. of \_\_\_\_\_

Description of bravery and/or deed performed by youth (to be completed by unit)

- **Good Deed Award** – Youth should demonstrate leadership role in community service, specific deed should be present
- **Youth Hero Award** - Youth should demonstrate a physical act of valor

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Please attach news clippings or include website to verify the deed being recognized.

### UNIT CERTIFICATION (MUST BE CERTIFIED BY TWO UNIT MEMBERS)

Unit Member \_\_\_\_\_ Date \_\_\_\_\_

Unit Member \_\_\_\_\_ Date \_\_\_\_\_

*Units should send completed applications to their department secretary.*

### DEPARTMENT SECRETARY CERTIFICATION

Name \_\_\_\_\_ Date: \_\_\_\_\_

Department secretary mails nomination to National Headquarters, 8945 N. Meridian St., Indianapolis, IN 46260. Awards will be shipped at no cost to unit or department.

Please ship to:

Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

*Please use this form for all Youth Hero and Good Deed Award nominations. For more information, contact National Headquarters at children&youth@ALAforVeterans.org or (317) 569-4500.*

<b>NATIONAL HEADQUARTERS USE ONLY</b>	
Date received _____	Date shipped _____
<input type="checkbox"/> Youth Hero Award <input type="checkbox"/> Good Deed Award	By _____

## 2017-2022 American Legion Auxiliary Programs Action Plan

### Community Service

The Community Service program promotes the American Legion Auxiliary's visibility within our localities through our commitment to community, state and nation.

#### Committee Contact Information

communityservice@ALAforVeterans.org

#### What can you do?

- 1. Become visible within your community as a link to the veteran community. Get involved in community service projects to bring awareness of our mission to support veterans, service members, their families and the community.**

#### Ideas:

##### Member

- Always wear your American Legion Auxiliary apparel or pin while volunteering in the community; it reinforces our brand promise by telling people who we are, what we do, and why we matter.
- **Note:** If you are ordering anything with the ALA name or emblem from a source other than Emblem Sales, remember that a request first must be submitted through your department headquarters to National Headquarters for approval by the national secretary. Contact your unit for more information on this process.
- Reach out to local ministers and first responders to indicate your willingness to be a designated responder for veteran families in need. Be sure to keep a list of veteran resources handy so you will be ready.
- Get involved with your neighbors and those outside our Legion family by volunteering at your local library, food pantry, domestic violence shelter, senior citizen centers, assisted living centers, nursing homes.
- Represent the Auxiliary as a member of local community boards and committees.
- Volunteer with your local Meals on Wheels to deliver meals on days when they are typically closed (i.e. Christmas and Thanksgiving).

##### Unit

- Volunteer to organize or assist with your community's Veterans Day observance.
- Organize and participate in service projects for veterans, service members, their families and local community programs on ALA suggested days of service.
- Register service projects on websites, community forums and social media to attract other community members to participate in your service projects.
- Volunteer for local service projects and causes (walks, special events, etc.). Work with your post home to offer space and their participation in local service projects and causes.

- Sponsor and participate in activities at local libraries, senior citizen centers, assisted living centers, nursing homes, service projects and causes (walks, special events, etc.).
- Attend and represent the Auxiliary at special celebration events in the community such as holiday parades, grand openings of community facilities and community leader recognition ceremonies.

### **Department**

- Assist units and members with specific idea plans outlined above.
- Encourage members of your department to be leaders in their communities by including photos and stories from unit events in your department newsletter.

## **Community Service Reporting\***

### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Community Service chairman is required to submit a narrative report to the division Community Service chairman, plus copy the national Community Service chairman.

### **Year-End Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Community Service chairman is required to submit a narrative report to the division Community Service chairman, plus copy the national Community Service chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the Community Service Committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).*

### **As part of your narrative report, please include answers to the following questions:**

- Did members volunteer for or organize service projects for any of the ALA suggested days of service? If so, which days were most successful for offering service projects? Did you have any challenges?
- What types of community service activities and/or projects were done in your department?

## **Community Service Awards**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.

- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Community Service committee contact information may be found on the Community Service committee page on the national

**A. Unit Award:** Most Outstanding Unit Community Service Program

- Award: Citation Plaque
- Presented to: One unit in each division (5)
- Materials and Guidelines:
- Include pictures and newspaper articles.

**B. Department Award:** Best Department Community Service Program

- Award: Citation
- Presented to: One department in each division (5)
- Materials and Guidelines:
- Each entry must be typewritten in narrative form.
- Include pictures and newspaper articles.

**Additional Resources You Can Use**

1. See your national Community Service Committee page of the national website:
  - *ALA Service Not Self Volunteer Toolbox*
  - How to Partner with Organizations for Community Outreach
  - How to Mobilize Community Support for Those Who Serve
  - How to Serve on National Days of Service
2. ALA suggested days of service:
  - 9-11 National Day of Service and Remembrance (observed annually on Sept. 11)
  - Make a Difference Day (observed on the fourth Saturday of Oct.)
  - Veterans Day (observed annually on Nov. 11)
  - Martin Luther King Jr. Day of Service (observed on the third Monday of Jan.)
  - National Volunteer Week (usually the third week in April)
3. Your national Community Service committee members (see Community Service program page on the national website or Annual Supplement for contact information)
4. The national Community Service Committee Facebook group, search "ALA Community Service"



## CONSTITUTION & BYLAWS

MELODY SANNA

Email: [espresso@daltontel.net](mailto:espresso@daltontel.net) Home: (308) 377-2716  
9336 Road 52, Dalton, NE 69131

2017-2022 American Legion Auxiliary Constitution & Bylaws program Action Plan, informs and educates members of the American Legion Auxiliary on the importance and power of properly written, reviewed and updated documents, policies and procedures at all levels. Constitution & Bylaws are the basis for governance of your department, district, county, and unit. Preparing and adhering to updated Constitution, Bylaws and Standing Rules will ensure a more successful organizational process and provide the structures to follow at all levels of our organization.

**What can you do?** The following is provided as a guideline to help facilitate reviews of your current Constitution, Bylaws and Standing Rules. Please remember that department; district, county and unit Constitutions, Bylaws and Standing Rules cannot conflict with national governing documents.

### Guidelines for Departments, Districts, Counties, Units

#### A. Constitution: The Constitution should rarely be amended.

- a. Is the foundational document and should be uniform, stating the fundamental reason the ALA Department was incorporated, its core purpose and its governance structure?
- b. It contains the most essential provisions relating to the organization, its name, purpose, membership, officers, meetings, governing board, committees, parliamentary authority and amendments to prescribe structure changes.

#### B. Bylaws: Should only be amended every five (5) to ten (10) years.

- a. Are the fundamental law/rules on governance of the Constitution?
  - Should be reviewed, but not changed, every year.
  - Have direct bearing on the rights of members.
- b. Should have a standard form and content.
- c. Define the primary characteristics of the organization.
- d. Prescribe how the organization is structured and functions.
- e. Includes all rules that are so important that they cannot be changed without prior notice.

#### C. Standing Rules:

- a. Specific rules and regulations relating to the details of administration for the organization.
- b. Matters dealing with numbers, dates and monetary amounts should always be placed in the standing rules as these items may/will change more frequently.
- c. May be adopted by a majority vote.
  - Standing Rules may be amended or rescinded at any regularly scheduled meeting: with prior notification, by a majority vote, unless the bylaws stipulate otherwise, without prior notification by a two-thirds vote.

D. **Parliamentary Authority** – The most recent edition of Robert’s Rules of Order, Newly Revised provides an orderly process of conducting meetings and shall govern this organization in all cases that are not in conflict with state statute, the constitution, the bylaws, or any special rules of order adopted by the organization.

E. **Definitions:**

- a. **Resolution:** An elaborate, formally written motion. A resolution may contain a preamble that lists the reasons for adoption. Each reason is listed in a separate paragraph starting with the word “whereas.” A resolution must have at least one “resolved” clause that specifies the action or position being proposed.
- b. **Amendment:** Proposes a change to the Constitution, Bylaws, Special Rules of Order, or Standing Rules. It is also used to modify a motion under consideration.

**Department, District, County & Unit:**

- Update Constitution, Bylaws and Standing Rules, as well as policies and procedures, to conform to the national organization’s recent update.
- Document requires the signature of the President, Secretary and date approved.
- An original document copy must be sent to the Department of Nebraska for recording.

***Special 100th Anniversary Program History Facts:***

In 1921, at the Auxiliary’s 1st National Convention, the Committee on Permanent Organization created the Constitution Committee, whose job it was to draft a National Constitution. Twenty-six women from twenty-six different departments were named to this committee. By 1927, the committee name changed to Committee on Constitution and By-Laws

**Additional Resources You Can Use** (\*available through Emblem Sales [emblem.legion.org](http://emblem.legion.org))

1. National Constitution, Bylaws, and Standing Rules\* (also available for download at [www.ALAforVeterans.org](http://www.ALAforVeterans.org))
2. Department of Nebraska Constitution, Bylaws, and Standing Rules available for download at [www.nebraskalegionaux.net](http://www.nebraskalegionaux.net)
3. Policies and Procedures Manual\*
4. Unit Guidebook\* 5. Parliamentary Procedure\*
5. Parliamentary Procedure\*
6. Robert’s Rules of Order, Newly Revised\*
7. C&B program page at [www.ALAforVeterans.org](http://www.ALAforVeterans.org)
8. ALA Department Operations Guide at [www.ALAforVeterans.org](http://www.ALAforVeterans.org)

See sample Resolution form follows...

## COUNTY GOVERNMENT DAY

SHARI LUTHER

Phone: 402-760-13151

427 E 1<sup>st</sup> Ainsworth, NE 69210

Every four years this great nation of ours allows voters an opportunity to go to the polls and make their voices heard in the selection process of our President and in deciding other important issues. Since the voting age is now 18, some high school students have played a major role in the outcome of these elections. Many of today's youth go to these polls well informed and better prepared to cast a ballot than some of us that have voted for years.

How you ask: To a great extent it's because of the education process of our schools in this great state. However, there's a side bar thrown in to how our children learn about government and encourages them to vote come that important day in November. That is a notable program called "County Government Day".

The American Legion and Auxiliary are the sponsors of this great program since 1947. To organize each year, hold a meeting of county officials, school administrators and the Legion and Auxiliary appoint a County Chairman. Instruction in the function and operation of County Government Day rests within the school system. Let's make this program a reality by hosting County Government Day in each county.

Please notify Legion Department Headquarters as soon as possible with a date and chairman.

**EDUCATION**  
**SHARON BROZOVSKY**

Email: grndmab65@gmail.com Home: 402-821-2025  
PO Box 86 Wilber, NE 68465

**What is the Education Program and why do we have it?**

The Education Program promotes the American Legion Auxiliary's role in providing quality education for children and adults through classroom activities, literacy programs, scholarship promotion and support of education beyond high school, with a special emphasis on children of veterans and service members.

**What can you do?**

- 1. Enhance respect for the sacrifices of our military heroes among schoolchildren by scheduling Veterans in Community Schools programs at local schools.**

Idea: Contact your local school to see if they would be interested in hosting a Veterans in Community Schools event. Then collaborate with your local American Legion post to present the program event.

- 2. Promote American Legion Auxiliary scholarships, and award local scholarships at the department and unit levels.**

Idea: Create a Unit Scholarship Fund to award scholarships to local students. Prepare a news release with scholarship information for local media.

- 3. Support 10 to Education and American Education Week.**

Idea: Place a poster with a collection box at local sites (i.e., grocery stores, banks, senior centers, post office), and invite local residents to contribute needed items to distribute to schools.

- 4. Assist and support veterans pursuing higher education and vocational education.**

Idea: Encourage members to sign up to receive the American Legion's Legislative Action Alerts.

- 5. Assist and support military children with educational opportunities.**

Idea: Provide information on the ALA Children of Warriors National Presidents' Scholarship.

**SCHOLARSHIPS**

The scholarship application and rules were sent to Unit Presidents in the August 2020 mailing, and are also available on the Department website or by contacting Department Headquarters.

**Notice that there is an additional National Scholarship, the Junior Member Loyalty Scholarship available this year.** Unit Presidents are responsible for ensuring that scholarship applications contain all requested materials AND signatures. Send to Department Headquarters, postmarked by March 15. **INCOMPLETE APPLICATIONS WILL NOT BE JUDGED.**

### Department Level

1. Averyl Elaine Keriakedes Memorial Scholarship
2. Nurse's Scholarship
3. Ruby Lorraine Paul Scholarship
4. Ruby Paul Campaign Fund Scholarship
5. Roberta Marie Stretch Memorial Scholarship
6. Vocational Technical Scholarship

### National Level

1. Children of Warriors National Presidents' Scholarship
2. The Non-Traditional Student
3. Spirit of Youth
4. Junior Member Loyalty Scholarship (NEW)

### EDUCATION AWARDS

Each award entry must include a cover sheet, which can be found in the forms section of the ABC book.

#### Give 10 to Education Member Award

**Type of Award:** Printable citation

**Presented to:** Those who participated in Give 10 in Education

#### Most Outstanding Unit Education Program

**Type of Award:** Citation plaque

**Presented to:** One Unit Education Chairman

#### Materials and Guidelines:

- Entries must include the award cover sheet located in the ABC book forms section.
- Presented to a Unit Education Chairman for most outstanding Education Program.
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- Include pictures, clippings, scrapbooks, folders, etc.
- Due to Department Education Chairman by May 1.

I am looking forward to reading about your Unit Educational Activities. Please, please include a summary of your activities in your mid-year report due on **December 15** and in your end of year report due on **April 20**. I in turn will be reporting all NE Educational activities to the National Education Chairman, which is our very own, Debra Albers.

## **2017-2022 American Legion Auxiliary Programs Action Plan Education**

The Education Program promotes the American Legion Auxiliary's role in providing quality education for children and adults through classroom activities, literacy programs, scholarship promotion and support of education beyond high school, with a special emphasis on children of veterans and service members.

**Committee Contact Information** [education@ALAforVeterans.org](mailto:education@ALAforVeterans.org)

### **What Can You Do?**

- 1. Enhance respect for the sacrifices of our military heroes among schoolchildren by scheduling Veterans in Community Schools programs at local schools. See enclosed how to sheet.**

#### **Ideas:**

##### **Member**

- Locate a veteran willing to share his/her experience with school children. Attend a post meeting or ask around the clubroom for a volunteer.
- Contact your local schoolteachers or principals to see if they would be interested in hosting a "Veterans in Community Schools" event.
- Volunteer to provide transportation to and from the school for the veteran speaking in community schools.
- Wear your American Legion Auxiliary apparel when you visit schools.

##### **Unit**

- Collaborate with your local American Legion post to present Veterans in Community Schools within your local schools.
- Promote your "Veterans in Community Schools" event through local media and on your own social media accounts.

##### **Department**

- Encourage units to collaborate with their American Legion post to present Veterans in Community Schools programs in their communities.

- 2. Promote American Legion Auxiliary scholarships, and award local scholarships at the department and unit levels.**

#### **Ideas:**

##### **Member**

- Contact the person at your local high school who handles scholarship opportunities. It will typically be a guidance or career counselor. Ask if you can send them information about national, department and unit American Legion Auxiliary scholarship opportunities.

- Make copies of any scholarship applications (found at [www.ALAforVeterans.org/Scholarships](http://www.ALAforVeterans.org/Scholarships)), and provide them to schools that request them.
- Volunteer to be on the scholarship selection committee.
- Make a donation to American Legion Auxiliary education national scholarship funds:
  - Children of Warriors National Presidents' Scholarship Fund
  - Spirit of Youth Scholarship Fund
  - ALA Foundation at [www.ALAFoundation.org](http://www.ALAFoundation.org)
  - Department, district or unit scholarships

### **Unit**

- Assign a member to communicate with schools regarding scholarship applications.
- Create a Unit Scholarship Fund to award scholarships to local students. Refer to "How to Create a Unit Scholarship Fund" following this program Plan.
- Prepare a news release with scholarship information for local media and your post/unit newsletter.
- Form a committee to select scholarship winners.
- Publicize the winners of ALA scholarships at a school presentation and in the media.
- Please keep track of the total number of applications received for any national scholarship, and pass that information on to your department Education chairman.

### **Department**

- Promote scholarship information. National scholarship applications are available at [www.ALAforVeterans.org/Scholarships](http://www.ALAforVeterans.org/Scholarships).
- Post these applications to your department website (linking them back to the national website) along with your department scholarships.
- Please keep track of the total number of applications received for any national scholarship, and pass that information on to your division Education chairman.

### **Support Give 10 to Education**

### **American Education Week**

### **Teacher Appreciation Week.**

### **Ideas:**

#### **Member**

- Participate in the Give 10 to Education program by purchasing items to distribute to schools.
- Place a poster with a collection box at local sites (i.e., grocery stores, banks, senior centers, post office), and invite local residents to donate.
- Save Box Tops for Education and send them to local schools. Most schools participate in this program.
- A downloadable certificate may be found on the Education page of the Members Only section at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Promote Teacher Appreciation Week, the first full week in May. Send cards to your local school's teachers.
- Donate resources that teachers or needy children may need.
- Promote American Education Week, celebrated the week prior to Thanksgiving.

- Send a card to all local school staff thanking them for the work they do. Include all school personnel with whom children interact (i.e., bus drivers, custodians, etc.).

### **3. Support Give 10 to Education, American Education Week and Teacher Appreciation Week.**

#### **Ideas:**

##### **Member**

- Participate in the Give 10 to Education program by purchasing items to distribute to schools.
- Place a poster with a collection box at local sites (i.e., grocery stores, banks, senior centers, post office), and invite local residents to donate.
- Save Box Tops for Education and send them to local schools. Most schools participate in this program.
- A downloadable certificate may be found on the Education page of the Members Only section at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Promote Teacher Appreciation Week, the first full week in May. Send cards to your local school's teachers.
- Donate resources that teachers or needy children may need.
- Promote American Education Week, celebrated the week prior to Thanksgiving.
- Send a card to all local school staff thanking them for the work they do. Include all school personnel with whom children interact (i.e., bus drivers, custodians, etc.).
- A sample card may be found on the Education page of the Members Only section at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

##### **Unit**

- Participate in the Give 10 to Education program by soliciting items from members to distribute to the schools in your district. Contribute supplies to local classrooms.
- Recognition certificates are available to download and print at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) on the Education Committee page.
- Promote Teacher Appreciation Week (first full week of May) by reaching out to teachers, and ask how your unit can enhance their school curriculum.
- Find out if there are any needy children, and figure out what resources your unit can provide to the student.
- Participate in American Education Week (week prior to Thanksgiving). Remember to recognize all school personnel, not just teachers.
- Educate school administrators on how the American Legion Auxiliary can have a positive impact on students

##### **Department**

- Endorse the Give 10 to Education program, an Auxiliary program that promotes the collection of school supplies for local schools in increments of 10.
- Promote Teacher Appreciation Week (first full week of May).
- Encourage units to plan teacher recognition events at local schools.
- Encourage participation in American Education Week (week prior to Thanksgiving).



#### **4. Assist and support veterans pursuing higher education and vocational education.**

##### **Ideas:**

##### **Member**

- Contact a campus student veterans group at colleges and universities in your community to see what kind of help they might need. The VA counselor at the college can assist you in locating the veterans groups.
- Sign up to receive The American Legion's Legislative Action Alerts, and support the alerts regarding the GI Bill.

##### **Unit**

- Collaborate with a campus student veterans group at colleges and universities in your community. Arrange for your post home to be available for off-campus events/chapter meetings.
- Provide information/handouts to members on organizing and delivering presentations on career and life skills topics to student veterans.
- Promote events through local media and your own social media accounts.
- Encourage members to sign up to receive The American Legion's Legislative Action Alerts, and support the alerts regarding the GI Bill.

##### **Department**

- Give suggestions on how a unit can collaborate with a campus student veterans group at colleges and universities in your department.
- Provide information/handouts to units on organizing and delivering presentations on career and life skills topics to student veterans.
- Promote the American Legion Auxiliary Non-Traditional Student Scholarship, available for students who are returning to the classroom after some period of time.
- Share and support The American Legion's Legislative Action Alerts, particularly the alerts regarding the GI Bill.

#### **5. Assist and support military children with educational opportunities.**

##### **Ideas:**

##### **Member/Unit**

- Provide your local school with a copy of the Educator's Guide to the Military Child During Deployment: [www.ed.gov/about/offices/list/os/homefront/homefront.pdf](http://www.ed.gov/about/offices/list/os/homefront/homefront.pdf)
- Encourage junior members to contact their school guidance counselor and volunteer to be a mentor to new military children at their school.
- Use some of your Give 10 to Education supplies to make backpacks welcoming military children at school.
- Inform schools of a free tutoring website for military children: [www.tutor.com/military](http://www.tutor.com/military)
- Provide information on the ALA Children of Warriors National Presidents' Scholarship

## **Department**

- Provide units with resource tools/guidelines to assist schools in working with military children at their local level. Resources are available at [www.militarychild.org/parentsand-students/resources](http://www.militarychild.org/parentsand-students/resources).

## **Education Reporting\***

### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Education chairman is required to submit a narrative report to the division Education chairman, plus copy the national Education chairman.

### **Year-End Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Education chairman is required to submit a narrative report to the division Education chairman, plus copy the national Education chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the Education Committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).*

**As part of your Narrative Report, please include answers to the following questions:**

- How was Give 10 participation recognized in your department?
- Describe how Veterans in Community Schools programs were presented.
- If units actively support veterans associations on campus, describe their activities.

## **Scholarships**

All ALA scholarships should be submitted by March 1 to a local American Legion Auxiliary Unit. Scholarship applications are available for download on the national website, [www.ALAforVeterans.org/scholarships](http://www.ALAforVeterans.org/scholarships).

### **A. Children of Warriors National Presidents' Scholarship**

- Awarded to children of veterans who served in the armed forces during the eligibility dates for The American Legion.
- Three \$5,000 scholarships will be awarded in each division.
- Fifteen outstanding students will be awarded a total of \$75,000 to further their higher education.
- The applicant must complete 50 hours of community service during his/her high school years to be eligible for one of these scholarships.

**B. The Non-Traditional Student Scholarship**

- One scholarship in the amount of \$2,000 will be awarded in each American Legion Auxiliary division.
- Applicant must be a member of The American Legion, American Legion Auxiliary or Sons of The American Legion and shall have paid dues for the two preceding years and for the calendar year in which the application is made.

**C. Spirit of Youth Scholarship**

- One Junior member in each division will receive a \$5,000 scholarship.
- Applicant must have held membership in the American Legion Auxiliary for the immediate past three years, hold a current membership card and continue her membership in the American Legion Auxiliary during the four-year scholarship period.

**Education Awards**

**Education Awards Deadlines and Submission Requirements:**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Education committee contact information may be found on the Education committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

**Member Award:** Give 10 to Education

- Award: Printable citation
- Presented to: Participants of Give 10 to Education
- Materials and Guidelines:
- Recognition certificates are available to download and print at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) on the Education Committee page.

**Unit Award:** Most Outstanding Unit Education Program

- Award: Citation plaque
- Presented to: One unit in each division (5)
- Materials and guidelines:
- Awarded to the unit in each division with the most outstanding Education program.
- Narrative not to exceed 1,000 words. Include specific examples of how your unit worked the Education program, including Veterans in Community Schools.
- May include pictures, news articles, news releases, etc.

### **Department Award:** Best Department Education Program

- Award: Citation
- Presented to: One department in each division (5)
- Materials and guidelines:
- Awarded to the department in each division that conducted the best overall Education program.
- Narrative not to exceed 1,000 words. Include specific examples of how your department worked the Education program, including Veterans in Community Schools.
- May include pictures, news articles, news releases, etc.

### **How to Sheets**

- How to Organize a Veterans in Community Schools Event
- How to Create a Unit Scholarship Fund

### **Additional Resources You Can Use**

1. American Legion Auxiliary scholarship applications:  
[www.ALAforVeterans.org/Scholarships](http://www.ALAforVeterans.org/Scholarships)
2. Educational resources through the Americanism and Children & Youth Commission of The American Legion: [www.legion.org/education](http://www.legion.org/education)
3. Free online tutoring for military children: [www.tutor.com/military](http://www.tutor.com/military)
4. Student Veterans of America: [www.studentveterans.org](http://www.studentveterans.org)
5. Your national Education committee members (see Education program page on the national website or Annual Supplement for contact information).

## **HOW TO ORGANIZE A "VETERANS IN COMMUNITY SCHOOLS" EVENT**

**Contact Information for Questions:** [education@ALAforVeterans.org](mailto:education@ALAforVeterans.org)

### **Background Information on "*Veterans in Community Schools*:"**

"Veterans in Community Schools" is an activity endorsed by The American Legion that brings history to life by connecting military veterans with students in classrooms or at school assemblies in conjunction with history lessons about World War II, The Korean War, The Vietnam War or Operation Enduring Freedom/Operation Iraqi Freedom. The ever-decreasing numbers of healthy veterans from World War II points to the fleeting nature of the opportunity to pass on these important lessons.

Veterans are important pieces of American history. The American Legion Family believes accounts of their experiences while in uniform and as a result of their military service should be preserved and shared with others. Veterans have witnessed monumental events in history. They can help students learn from and appreciate the sacrifices individuals and their families have made.

In addition to sharing their experiences, veterans may also discuss a wide range of topics including how to help a family who has a deployed military service member, how to show support for the troops, proper respect for the flag, or why The American Legion Family was formed and what it stands for. Also, veterans' sharing of their military experience with an appreciative audience can help them heal psychological wounds from combat, deployment or family separation. Veterans who have spoken to students generally describe the experience as a rewarding and personally satisfying experience.

### **Steps for Organizing a "Veterans in Community Schools" Activity:**

Participation in The American Legion's Veterans in Community Schools program is a suggested activity in the American Legion Auxiliary's Education Programs Action Plan. It can be reported for either the Education or VA&R program. Please only report each program one time.

Follow these steps to organize a "Veterans in Community Schools" event at a school(s) in your community.

#### **1) Identify and Contact School(s)**

- a. Contact a school or schools in your local community and offer to organize a "Veterans in Community Schools" event for a classroom, grade level, or student body assembly. Reach out to the school principal first, either by an in-person visit, telephone or email. You may choose to select an elementary, middle or high school; you can alter your activities to accommodate a wide range of age groups. The most effective way is to have someone connected to the school (a parent or friend of a teacher,) make the approach.

#### **2) Propose an Activity Plan**

- a. The school official may refer you to a classroom teacher or to a department chair. If so, work with the teacher or chair to develop the activity into an educational program for students. Discuss with them how veterans can contribute to the students' understanding of military service and/or U.S. history. Provide additional resources (found below) for teachers, as they may want to introduce key concepts to students in their lesson plans in preparation for the activity.
- b. Work with the school to identify the most suitable time, venue, and format of the activity. You could host the event in a classroom, cafeteria, auditorium, or gymnasium. The size of the venue will depend on the number of veterans and the size of the audience.
- c. Propose to hold the "Veterans in Community Schools" activity on or around Veterans Day (November 11 each year) or Memorial Day, but do not limit yourself to those time periods if that time frame does not suit the school calendar.
- d. Depending on the average age of the audience, you may want to develop a set of guidelines for the event. In addition to hearing about veteran experiences, different age groups may be interested in other information as well.

Elementary/middle school students may be interested in flag education and citizenship; high school students may be interested in the role of the military in today's society, a more in-depth exploration of the veteran's experience, the Veterans History Project of the Library of Congress, and volunteer service opportunities that are offered by the Legion Family.

- e. Offer to create handouts or supplemental materials about veterans for students to take home for themselves and their family members. Note that the school official will likely need to review and approve the materials being proposed for distribution to students or family members. Materials can contain information about the Legion Family (such as a web address), but should not overtly promote membership since that is not the purpose of this activity.
- f. Identify and assign roles to participants, such as greeter, ALA or Legion representative and moderator. While service members don't necessarily expect civilians to address them by their military title, it is a nice courtesy to know the proper address.

### 3) **Identify Veterans for Speaking Roles**

- a. Once the possible dates have been selected with the school, identify one veteran or group of veterans from the appropriate war era who would be willing to speak about their experiences, or other topics suggested by the school. Note that some veterans may prefer to speak to older or younger audiences depending on how the activity is structured.
- b. There are many ways to find veterans who may be willing to participate. First, ask the family member(s) of those who belong to the American Legion Auxiliary. Second, contact the commander or a commission chairman of the Legion post. Third, ask the school if a staff member is a veteran and wishes to speak, or if they are aware of a parent or family member with military experience.
- c. Try to connect specific historical incidents with those veterans who may have served in that theater or at that time in history.
- d. Try to invite veterans from more than one branch of the armed forces and different periods of conflict. A wide array of speakers will give students an opportunity to hear many kinds of experiences.

### 4) **Prepare the Veteran(s) and Audience**

- a. Ask each veteran if there are topics they wish to discuss or not discuss. Work with the teachers to develop guidelines for students to respect the veterans' wishes.
- b. It is common for young people to want to ask a military service member if they have killed anyone. Teachers should discuss this in advance, requesting that students refrain from asking this question out of respect for the service member.
- c. Below is a list of potential questions and talking points to review with your veteran(s) in advance. It may even be helpful to assign questions to students at the event.
  - When and where did you serve?
  - Why did you join the service? What branch?
  - Why did you pick the branch that you were in?

- What did it feel like to be in the service?
- Would you demonstrate a proper salute?
- What was boot camp like?
- What were your job assignments?
- What are some of your memorable experiences?
- What did you do for entertainment?
- Where did you travel during service?
- Any humorous or unusual events?
- What did you do in the days and weeks after you returned?
- Did you form any close friendships, and do you still stay in touch?
- Are you a part of any veterans' organizations?
- Did your military experience influence your views on today's military and war?
- How did the service affect your life?
- What values did you learn from your experience?

### **5) Implement the Activity Plan**

- a. Follow the agenda you have laid out through careful planning and consultation with the school official and staff.
- b. If time, space and resources allow, consider hosting a small reception for the veterans, school officials, key faculty, and a representative or a few of the student body to continue their conversations and exchange information.

### **Sample Agenda**

1. Assemble the students and veterans.
2. Welcome students and veterans to the activity. Give a brief overview of the project's purpose and introduce the veterans.
3. Say the Pledge of Allegiance and/or have a local ROTC display the U.S. flag.
4. Allow for a few remarks from any distinguished or notable guests you may have invited (e.g. Mayor, member of Congress, etc.)
5. Allow the veterans to introduce themselves. After they have given brief introductory remarks, begin the Q&A session.
6. Thank each veteran for participating and allow for individual remarks if they have any. If you wish to present each veteran with a gift, now would be the best time to do so.
7. Consider saying the Pledge of Allegiance again to see if you hear the words differently in light of the presentation.
8. Close out the project or event with a culminating 'Thank You' to all participants.

## 6) Follow-up with Veteran(s) and School(s)

- a. Send thank-you notes to the school leader and faculty. Ask if they would like to continue with the program in the future.
- b. Provide the school leader with information about the Legion Family and Legion Family programs and resources for veterans, veteran and military families, and the general community, so that he/she may make referrals of students and their families to Legion Family programs and services.
- c. Send thank-you notes to veteran speakers. Ask the veterans if they would be willing to be added to a list of willing speakers for future Veterans in Community Schools activities.

### Promote ALA and Report Your Impact:

The ALA encourages members to identify themselves as such. When interacting with teachers, parents and veterans, however, it is important that members not push ALA membership aggressively, as that is not the primary purpose of this activity. Please, do feel free to wear ALA apparel and mention why you value association with The American Legion Family. Please also be sure to report your volunteer activities and hours to your unit's Education or VA&R committee chairman.

### Additional Ideas:

- Assign a unit member to take pictures or video during the activity, provided the school and the veterans consent to this documentation.
- Assign a unit member to prepare an article or blog post of the event for the unit and post publications.
- Gather publicity generated by students and schools themselves, such as news articles in the school newspaper or online postings, student essays written for class assignments, or thank you notes from students. Re-publicize this material, with the authors' permissions, in your unit or department communications.
- Be sure to report your Veterans in Community Schools activities in your individual or unit impact report to the unit's Education or VA&R Committee chairman.

### Resources:

- **America's Veterans Teacher Guide**, *The American Legion*  
<http://www.legion.org/documents/pdf/veterans.pdf>
- **Promoting Historic Preservation in Community Schools**, *The History Channel*  
[http://www.history.com/images/media/interactives/promote\\_historic\\_preservation.pdf](http://www.history.com/images/media/interactives/promote_historic_preservation.pdf)
- **Our Veterans: Sharing Their Stories**, *The History Channel*  
<http://www.history.com/images/media/pdf/OurVeteransOurStories.pdf>
- **Veterans History Project**, *U.S. Library of Congress* <http://www.loc.gov/vets/>



## HOW TO CREATE A UNIT SCHOLARSHIP FUND

**Contact Information for Questions:** [education@ALAforVeterans.org](mailto:education@ALAforVeterans.org)

**Promote American Legion Auxiliary scholarships, and award local scholarships at the department and unit levels.**

*Though examples of criteria are provided, the units must formulate criteria that work for them.*

Provide a designated fund for scholarship monies.

**Set dollar amount for scholarship** Determine a funding source for the scholarship

### **Set criteria for applicants:**

- Relationship to a veteran and/or Auxiliary member (child, spouse, widow/widower, grandchild, great-grandchild, etc.)
- Membership in American Legion Auxiliary, The American Legion, Sons of The
- American Legion o Residency (applicant must reside in state and/or be a state resident; applicant must be a member of the department American Legion Family)
- Is financial need a criterion (applicant must show financial need to continue higher education), or not? o Is there a GPA requirement?
- Does the applicant need to be a senior in high school, or can they be a returning student?
- What institution of higher learning does the applicant intend to attend (the school selected needs to be/does not need to be in state; it is an accredited school)?
- Due date for application

### **Determine the information needed/wanted on the scholarship application:**

- Completed application (name, address, city, state, zip, telephone number, date of birth, membership number, name of veteran through which eligibility is gained, relationship to veteran)
- Essay and criteria/topic/word length, typed and double-spaced o Signature of the sponsoring American Legion Auxiliary unit president o Is community service a requirement (receive verification of service)?
- If so, determine the number of hours needed and when they can be performed (during high school career, during last 12 months)

Verification of the relative's or applicant's military service

**Information from a high school applicant:**

Letters of recommendation (from school faculty, administrators, guidance counselor, pastor, community members, not from relatives)

Education information (cumulative GPA, rank in class, transcript, scores from SAT/PSAT/ACT)

**Information from a college applicant:**

- Letters of recommendation (from school faculty, administrators, guidance counselor, pastor, community members, not from relatives)
- Education information (cumulative GPA, transcript of all classes taken to date)

**Judging:**

- The judges' decision is final
- The judges determine the scholarship to be awarded Determine judging criteria and rubric prior to judging applications

**How many scholarships may the applicant receive in a year and over a lifetime?**

- Scholarships are made on a one-time-only basis (one scholarship in the applicant's lifetime)  
Scholarships are nonrenewable

**Awarded scholarship:**

- How/when will applicant be notified of scholarship decisions?
- Will scholarship be awarded to student or to the school's financial aid office?
- Will the scholarship be awarded prior to the first college semester, after the first semester, or split between the two semesters?
- Does the scholarship need to be used within a certain period of time?

**CORNHUSKER GIRLS STATE**

**NICOLE VANCE**

Email: zieg130@yahoo.com Phone: 402-490-0702

552 Meadowbrook Court, South Sioux City, NE 68776

**Girls State Secretary**

**Roxanne Hiatt**

Email: roxanne.m.hiatt@gmail.com Phone: 402-405-9505

Committee: 1<sup>st</sup> Vice: Kristi Nohavec 2<sup>nd</sup> Vice: Michelle Malone

Advisory Board: Lori Reimers, Annette Gloystein, Renee Van Winkle, Kathy Mazur, Ashlyn Wilkes

The 2020 session of the American Legion Auxiliary "Cornhusker" Girls State will be held at the University of Nebraska-Lincoln campus the week of May 31- June 6, 2020.

Applications for Delegates to attend Girls State must be received at the Department by March 1, 2020. This mailing would also include the pledge form fully completed.

**NOTE:** *A pledge form must accompany each Delegate AND each Alternate application. Alternate application(s) should be completed in the same manner as Delegate application(s).*

All application(s) should be clearly marked "Delegate" and "Alternate" at the bottom.

Include the Alternate's application just in case the Delegate cancels; the Girls State office will have it on file. Please note clearly that it is the Alternate's application.

Once applications have been reviewed at Department Headquarters information packets will be mailed to Delegate(s)/Alternate(s) for completion and return to the Department by April 27, 2020.

Each District will be sponsoring an orientation session for all Delegates/Alternates and parents to attend in your area. Please ensure your Delegate/Alternate are fully aware of this session and they do attend.

## **2017-2022 American Legion Auxiliary Programs Action Plan ALA Girls State**

Please Note: **The following is information about the Girls State program. More specific information outlining application procedures, deadline dates, fees, rules and other pertinent information will be sent to each Unit.** Since Girls State began in 1939, millions of high school aged young women have had the opportunity to experience our country's democratic form of government. Nebraska American Legion Auxiliary Units proudly host "Cornhusker" Girls State, an amazing week of learning focused on responsible citizenship, leadership, and love for God and Country. Participants are assigned to mock cities and to either the "Federalist Party" or "Nationalist Party". They are immersed in learning about the political process by electing officials for all levels of state government and allowing them to actively run a mock government. Assistance from dedicated ALA volunteers makes sure the program's non-partisan governmental, patriotic and civic objectives are carried out through interactive learning. Though the week is filled with many learning opportunities, there is always time for fun and the formation of lifelong friendships.

The program runs the first full week of June.

**Girls State Goals and Objectives:** Girls State is an all-volunteer program structured with the following objectives in mind:

- Teaching the ideals and principles of our country's democratic form of government
- Informing youth of the duties, rights and privileges of citizenship. Providing experience of actively participating in government
- Instilling confidence, pride and love of God and Country.

Girls State is a non-partisan program and aims to teach young women responsible citizenship. Girls State gives participants the opportunity to learn how state and local governments operate by working together as self-governing citizens. Participants are taught the duties, privileges, rights and responsibilities of citizenship in a democracy.

**Unit Participation and Responsibilities:** Every Unit has the opportunity to send a delegate(s) to Girls State. (Units may send as many delegates as they choose until all slots have been filled.) A packet of materials pertaining to the session will be mailed to each Unit in January. This packet will include guidelines for selecting your Girls State delegates and alternates, suggested interview questions, Girls State rules, fee, "Cornhusker" Girls State Pledge (should be signed by both delegates and alternates) and application form. Do not forget to make a copy of the application and pledge. **PLEASE READ THIS INFORMATION CAREFULLY, FOLLOW ALL INSTRUCTIONS, AND ADHERE TO ALL DEADLINE DATES.**

Sponsorship of a delegate to Girls State is the responsibility of the American Legion Auxiliary Unit. However, some Units are not financially able to sponsor a delegate. If your Unit is faced with this dilemma, pool your resources with other Units to sponsor a delegate or invite other civic and non-profit organizations to help financially.

**Girls State Delegate Selection:** Selection of a Girls State delegate is the responsibility of the Auxiliary Unit. Teachers, school administrators, and guidance counselors have a variety of ways to recommend appropriate candidates. It is important that the schools understand that the American Legion Auxiliary sponsors the Girls State program. School officials may recommend a student, but the Unit members make the final selection. Outside organizations that may be contributing necessary finances might also give suggestions on delegates; however, the Unit retains final approval of the delegate. Units must retain control of the selection. Make sure the delegates know rules and deadlines. **Girls will NOT be allowed to leave early to take the ACT test.**

Proper selection of delegates is very important to the success of the entire Girls State program. It is imperative that Units interview their candidates. Units may also request candidates to complete an essay about what they hope to accomplish or learn at Girls State. Participants in the program are to be selected based on merit, ability, and interest in government rather than a single achievement. A Junior Auxiliary member or relative of an Auxiliary or Legion member does NOT have priority over other eligible young women. It is extremely important that each Unit VOTES to accept or reject proposed candidates. This vote and the name(s) of the accepted and rejected candidate(s) should be recorded in your Unit minutes. Make sure they are a great candidate.

**Requirements of Girls State Candidates:** She should be enrolled as a JUNIOR in a Nebraska High School; interested in and knowledgeable about government and parliamentary procedure; scholastically in good standing (a potential leader may not necessarily have the highest grades, but should have above average grades); and possess an outstanding personality and be able to get along well with others.

**District Orientations:** After delegates and alternates have been selected, it is important that they know what to expect from the Girls State program. Each District will schedule a Girls State orientation session which will be held no earlier than April and will include presentations by Girls State staff members, and a question and answer session. It is important that all Girls State delegates attend an orientation session. Please contact the Girls State Vice Chairmen to inform them when your District orientations will be held, where it will be held and what the address of the location will be.

**Publicity:** Promote the Girls State program as much as possible. Be sure that every school in your area knows about the program. Take advantage of every opportunity to tell the local media about the Girls State program. This will increase awareness about the program so that interested young women will know about the program and apply to become a citizen of Girls State. Do not assume every school knows and promotes Girls State. Contact your local media at least two weeks prior to the start of the Girls State session, informing them that local students are attending.

It is also important for the citizens to share their Girls State experience when they return. Tell your delegate what appearances are required of her and encourage her to write and submit an article to the local newspaper.

Responsibilities of Unit Chairperson

1. Review all the information in the Girls State packet sent to your Unit and follow the guidelines provided. Contact the Girls State Chairman or Secretary if you have any questions about the materials..
2. Publicize the program early through local media and in the schools.
3. Communicate with high school officials. Ask for a list of young women who meet the eligibility requirements. Assemble a committee to interview all candidates. Suggested interview questions will be provided in the information packet. You may also request a short essay from each candidate.
4. The Unit votes to accept or reject proposed candidate(s). This vote and the names of the approved candidate(s) should be included in the Unit minutes.
5. If sponsorship is to be community project, contact other organizations for contributions. Start this process early. A Certificate of Appreciation should be given to the contributing organizations. Girls State applicants must complete the application. This is not to be completed by the Unit. After choosing your delegate(s) and alternate(s), return the completed application(s) and Girls State pledge form(s), date is listed on the Chairman Information sheet. NOTE: A pledge form MUST accompany each delegate AND each alternate application. Alternate application(s) should be completed the same as Delegate application(s). All application(s) should be marked "Delegate" and "Alternate" at the bottom. Include the Alternate's application just in case the Delegate cancels; the Girls State office will have it. Please note that it is the Alternate's application.
6. Contact local media to announce your selection after you have received confirmation. A sample media announcement will be provided in the information packet.
7. Contact your delegate several times prior to the week of Girls State. Give her your name and phone number in case she has questions. Verify that she is receiving information about Girls State and that she understands what her responsibilities will be.
8. **VERY IMPORTANT:** If an Alternate will be attending in place of the Delegate, immediately contact the Girls State Chairman or Secretary via a phone call. This also applies to cancellations.
9. Ensure that your delegate(s) and alternate(s) attend a District Orientation.
10. While your delegate is at Girls State, send her a note, a small gift or call her. Let her know you are pleased she is taking part in the program and that her participation is important to you.
11. When your delegate returns from Girls State, invite her to share her experiences with your Unit and other contributing organization(s). Encourage her to speak at civic groups and high school assemblies.
12. Make this year an exceptional one for the Girls State program. Show your enthusiasm, excitement and support of the program.

NOTE: Although Girls State is an Auxiliary sponsored program, please do not contact Department Headquarters with questions or concerns regarding Girls State - inquiries must be made with the Girls State Chairman and/or Girls State Secretary, phone numbers are listed in the front of this publication.

## JUNIOR ACTIVITIES

KAREN WILES

Email: karenawiles@gmail.com Phone: (402) 484-6213  
1519 Hays Dr.  
Lincoln, NE 68505

I think we can all agree that our Nebraska Juniors are awesome! It is very exciting to have our Juniors recognized at the Department and National levels. Let's take advantage of the many opportunities to showcase these Juniors' service to Veterans and their communities as well as their individual talents and creativity. "How?" you may ask.

1. *Every unit should submit mid-year and year-end reports detailing what your Junior Groups are doing. Even if you have only one Junior in your unit that helps with Senior activities, tell us about it! If you don't have any active Juniors, tell us about that, too. Then start inviting them and get them active. Detailed information about these reports can be found at <https://nebraskalegionaux.net/junior-activities/>*
  - \* Unit Mid-Year Reports due to Department Chairman December 15, 2019
  - \* Unit Year-End Reports due to Department Chairman April 19, 2020
2. *Apply for awards and participate in contests! These are much more fun than the required reports, and it's a great way to get our Juniors involved and excited. Juniors do not need to be part of an organized Junior Group to participate in contests. Find the detailed list of awards and contests open to the Juniors in your unit at <https://nebraskalegionaux.net/junior-activities/>*
3. *Bring your Juniors to the Department Junior Meeting! The educational experience is beneficial, and the songs, games, crafts, door prizes, and of course food make the day fun!*

### Department Junior Meeting

Theme: "Art for the Heart...Consoling our Veterans"

Dorchester Legion Hall

Saturday, April 4, 2020

Registration 9:00 am

\$6 registration includes continental breakfast and noon meal.

Meeting begins at 9:30 am

For help with lodging, please contact Karen Wiles.

Please bring your Junior members whether active or not.

### **Junior Member of the Year Award**

- ❖ This award will be presented to one Junior member in recognition of her dedicated service, efforts, and talents.
- ❖ To nominate a Junior for this award, write a narrative, typed essay summarizing the nominee's accomplishments during the current administrative year. Include pictures, clippings, scrapbooks, folders, etc. Highlight an outstanding contribution the Junior has made through an ALA program or project.
- ❖ The winning Junior nominee will receive a Department award. The essay will be sent on to be judged at the National level.
- ❖ This narrative written by a Senior ALA member should be submitted to the Department Junior Activities Chairman by April 19, 2020. With your submission, please include the National Award Cover sheet.
- ❖ The above is only a summary of the award criteria. Therefore, applicants should review the detailed list of materials and guidelines located in the Junior Activities section of the 2017-2022 American Legion Auxiliary Programs Action Plan.

### **Most Outstanding Unit Junior Activities Program**

- ❖ This award will be presented to One Unit in Nebraska.
- ❖ Write a narrative, typed essay from your perspective as a Junior member. Include specific examples of how you and your Junior group worked the ALA mission as outlined in the Strategic Plan. Include your personal reflections as well as pictures, news articles, news releases, etc.
- ❖ The winning entry will receive a Department award and will be sent on to be judged at the National level.
- ❖ This narrative written by a Junior member should be submitted to the Department Junior Activities Chairman by April 19, 2020. With your submission, please include the National Award Cover sheet.
- ❖ The above is only a summary of the award criteria. Therefore, applicants should review the detailed list of materials and guidelines located in the Junior Activities section of the 2017-2022 American Legion Auxiliary Programs Action Plan.

### **Best Media Coverage of Activity or Project**

- ❖ A Junior Unit, a group of Juniors from a particular District, or a group of Juniors assembled from around the state can apply for this award.



- ❖ Write a narrative, typed essay detailing the great media coverage you received for your activity or project. Include news articles, news releases, newsletters, pictures of displays, ALA events, speeches, website address, social media activity, etc.
- ❖ The winning entry will receive a Department award and will be sent on to be judged at the National level.
- ❖ This narrative written by a Junior member should be submitted to the Department Junior Activities Chairman by April 19, 2020. With your submission, please include the National Award Cover sheet.
- ❖ The above is only a summary of the award criteria. Therefore, applicants should review the detailed list of materials and guidelines located in the Junior Activities section of the 2017-2022 American Legion Auxiliary Programs Action Plan.

### **Junior History Book**

A History Book is a story of what your Junior Group did through the year. It begins with installation of officers at the Department Junior Meeting, includes a record of the Junior members' participation in activities and programs, and concludes at the point when this report is due. All Juniors, whether organized or not, are encouraged to record their activities in a History Book.

The contest entries will be judged prior to the Department Junior Meeting. Therefore, they are due by Monday, March 23, 2020. Please contact Jr. Activities Chairman Karen Wiles for the submission address. History Books will be displayed and awards given at the Department Junior Meeting. Only one History Book per Junior Group will be allowed for this contest.

Awards for 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and participation will be given at the Department Junior Meeting as determined by the Junior Activities Chairman.

The following guidelines will apply for judging. Judges, please print the following pages to accompany the entry.

### **Junior Prayer Book**

Making a Prayer Book is a fun and meaningful project for Juniors of any age. It should be a group effort, and every Junior member is encouraged to submit an idea for her Junior Group's Prayer Book.

The contest entries will be judged prior to the Department Junior Meeting. Therefore, they are due by Monday, March 23, 2020. Please contact Jr. Activities Chairman Karen Wiles for the submission address. Prayer Books will be displayed and awards given at the Department Junior Meeting. Only one Prayer Book per Junior Group will be allowed for this contest.

Awards for 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and participation will be given at the Department Junior Meeting as determined by the Junior Activities Chairman.

The following guidelines will apply for judging. Judges, please print the following pages to accompany the entry.

### **Junior Publicity Scrapbook**

Making a scrapbook is a fun way to preserve the memories you make together with your fellow Junior Members. It also showcases the activities of your Junior Group for others to see, possibly encouraging others to join the Auxiliary.

The contest entries will be judged prior to the Department Junior Meeting when possible based on proximity to the meeting location. Please make every effort to coordinate delivery by Monday, March 23, 2020, thereby making the judging at the meeting a shorter process. Please contact Jr. Activities Chairman Karen Wiles to coordinate a delivery and avoid high postage costs if possible. Units planning to bring their scrapbook for judging at the Department Junior meeting must notify the Jr. Activities Chairman by Monday, March 23, 2020. Publicity Scrapbooks will be displayed and awards given at the Department Junior Meeting. Only one Scrapbook per Junior Group will be allowed for this contest.

Awards for 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and participation will be given at the Department Junior Meeting as determined by the Junior Activities Chairman.

The following guidelines will apply for judging. Judges, please print the following pages to accompany the entry.

### **Craft Display Contest**

The Craft Display is a collection of five craft items made by members of the Junior Group. The main purpose of the Craft Display is to show and share the creative talents of our Juniors.

The contest entries will be judged at the Department Junior Meeting. They must be in place for judging no later than 9:00 am on the day of the meeting. If you are unable to attend the meeting and have an entry for this contest, please be sure they are received by Department Junior Activities Chairman Karen Wiles no later than Monday, March 23, 2020. Only one Craft Display per Junior Group will be allowed for this contest.

Awards for 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and participation will be given at the Department Junior Meeting as determined by the Junior Activities Chairman.

The following guidelines will apply for judging. The following pages will be printed and available for judges at the Department Junior Meeting.

### **Poppy Centerpiece Contest**

The Poppy Centerpiece is an opportunity to showcase the Honorary Department Junior President's project theme and its connection to the service of our veterans.

The contest entries will be judged at the Department Junior Meeting. They must be in place for judging no later than 9:00 am on the day of the meeting. If you are unable to attend the meeting and have an entry for this contest, please be sure they are received by Department Junior Activities Chairman Karen Wiles no later than Monday, March 23, 2020. Only one Poppy Centerpiece per Junior Group will be allowed for this contest.

Awards for 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and participation will be given at the Department Junior Meeting as determined by the Junior Activities Chairman.

The following guidelines will apply for judging. The following pages will be printed and available for judges at the Department Junior Meeting.

### **Poppy Corsage Contest**

As the ALA website states, "Connecting the visual image of the poppy with the sacrifice made by our veterans has been an important goal of the American Legion Auxiliary Poppy Program since its inception in 1921." Distributing and wearing poppies is one of the things we can do with our littlest members. The Poppy Corsage Contest is special in that each individual Junior can enter, and there is a special category for our Tiny Tots.

The contest entries will be judged at the Department Junior Meeting. They must be in place for judging no later than 9:00 am on the day of the meeting. If you are unable to attend the meeting and have an entry for this contest, please be sure they are received by Department Junior Activities Chairman Karen Wiles no later than Monday, March 23, 2020.

Entries will be judged in the following age categories.

Tiny Tots	Ages 1-5
Group I	Ages 6-8
Group II	Ages 9-12
Group III	Ages 13-15
Group IV	Ages 16-18

Awards for 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place, and participation will be given at the Department Junior Meeting as determined by the Junior Activities Chairman.

The following guidelines will apply for judging. The following pages will be printed and available for judges at the Department Junior Meeting.

### **Department Little Miss Poppy Contest**

- ❖ This contest is open to Junior members 6-12 years of age who are selected by their unit to spend the year as their Little Miss Poppy.
- ❖ For Department Little Miss Poppy consideration, the participant must submit a Little Miss Poppy scrapbook illustrating how she promoted the American Legion Auxiliary poppy.
- ❖ The scrapbook must also include the following:
  - ❖ A picture of the Junior in her Little Miss Poppy Costume
  - ❖ Media coverage of her poppy activities
  - ❖ A narrative report on "What I Have Learned Being Little Miss Poppy"
  - ❖ An essay on the "Memorial Poppy"
- ❖ The winning Junior will receive a Department award. Her scrapbook will be sent on to be judged at the National level.
- ❖ The above is only a summary of the award criteria. Therefore, applicants should review the detailed list of materials and guidelines located in the Poppy Program section of the 2017-2022 American Legion Auxiliary Programs Action Plan. The Department contest will follow the National guidelines for judging.

**HONORARY DEPT. JUNIOR PRESIDENT**

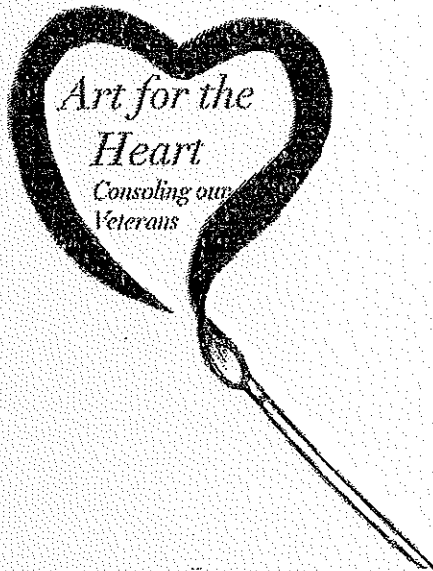
ALLISON WILES

Email: [artfortheheartvets@gmail.com](mailto:artfortheheartvets@gmail.com)

Phone: (402) 484-6213

1519 Hays Dr.

Lincoln, NE 68505



As Honorary Department Junior President, I am looking forward to serving our veterans with you this year. Because of my own personal interest in art, I have chosen to focus my project on raising money for art therapy supplies.

Art therapy is important for veterans, especially those with PTSD. I believe art has power. It gives people a way to express themselves and their emotions. For some it provides peace and relaxation, for others it's a way to speak their mind. Art has a way of touching everyone, and I am honored to contribute to the health and healing of our veterans.

I hope you will join me as I raise money to purchase art therapy supplies for our Nebraska veterans. You can help by donating to the Honorary Junior President's Project

through the Department ALA Headquarters, PO Box 5227, Lincoln, NE 68505 or give electronically with the Venmo app @artfortheheartvets

Thank you for helping!

Various raffles will be held throughout the year. You can also contact me if you would like to participate in the year-round raffle for this painting done by my Grandma Virginia Krivohlavek. The winner of the painting raffle will be drawn at the Department Junior Convention on April 4, 2020.

I hope you will be able to join me at our Department Junior Meeting in April. Bring your Juniors, whether active or not. Please enter the contests, too. Ladies, even if you don't have Juniors in your Unit, you are also more than welcome to come, too. It would be great to see some new faces.



**Department Junior Meeting**  
**Theme: "Art for the Heart...Consoling our Veterans"**

Dorchester Legion Hall

Saturday, April 4, 2020

Registration 9:00 am

\$6 registration includes continental breakfast and noon meal.

Meeting begins at 9:30 am

## **2017-2022 American Legion Auxiliary Programs Action Plan Junior Activities**

The Junior Activities program inspires active participation in members age 17 and under so that they will become engaging, productive members who will want to continue their American Legion Auxiliary membership into adulthood.

### **Committee Contact Information**

junioractivities@ALAforVeterans.org

### **What can you do?**

- 1. Build your Junior Activities program one member at a time by giving Junior members a voice and an opportunity to participate.**

### **Ideas:**

#### **Members**

- Ask to speak at your post's monthly meeting. Bring Junior members and membership applications with you. Personally invite Legion members to sign up their daughter, granddaughters and great-granddaughters. Older Junior members could speak about the value of their membership to the post.
- Sign up your own eligible daughters, granddaughters and great-granddaughters.
- "Like" the national Junior Activities Facebook page (<https://www.facebook.com/alajuniors/>). Share the posts to your friends and encourage them to sign up their eligible Juniors.
- Teach your Juniors about The American Legion Family's eligibility requirements.
- Encourage your Juniors to invite their friends to attend ALA functions and volunteering opportunities, even if they are not eligible to join.
- If you don't have Junior members of your own, be sure to support them anyway. Offer to help the Junior Activities chairman and participate in their fundraisers.
- If you are a unit officer or chairman, offer to mentor one of your unit's Juniors. Teach her about your role with the ALA.

#### **Unit or Department**

- Organize an active Juniors group. Give the Junior Activities chairman a budget to work with and space to hold meetings and fundraisers.
- Continually ask members to sign up their eligible daughters, granddaughters and great-granddaughters.
- Even if you only have one junior member, encourage her to organize a service project that your unit will participate in; it may attract other juniors to join.
- Include information on Junior membership and activities in monthly newsletters.
- Include information on Junior membership in renewal notices.

## **2. Engage Juniors in programs of the American Legion Auxiliary.**

### **Ideas:**

#### **Members**

- Bring your Junior(s) to a meeting with you. Ask your unit president if the Junior(s) can lead the Pledge.
- Mentor a Junior in your unit. Teach them about your role as an officer and chairman. Help them understand what we do and why it matters.
- Present any patches your Junior(s) earn at a unit meeting. They will be proud of their achievement and your fellow members will see what great work their Juniors are doing.
- Bring your Junior(s) to all appropriate ALA activities in which you participate. They can help distribute poppies, clean tables after dinners, etc.
- Older Junior members can mentor younger members by encouraging them to participate in Junior meetings, teaching them what they have learned about the ALA and our mission, and helping them earn their patches.

#### **Unit or Department**

- Support and assist your Junior Activities chairman. Give her a budget to work with, space for meetings and fundraisers and be flexible with your activities so that Juniors can be involved. Provide her with an updated copy of the Junior Activities Handbook, which can be purchased from Emblem Sales or downloaded from the Junior Member Activities page in the Members Only section at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Post Junior activities on your unit or department Facebook page with approval from parents and Junior member.
- Encourage older Juniors to become mentors to younger Juniors.

## **3. Make Junior meetings fun and informative.**

### **Ideas:**

#### **Members**

- Junior members can help plan and lead the meeting to make it more fun and informative to their age group.
- Be flexible during your meetings. *Robert's Rules* can be intimidating and boring for Juniors; there will be plenty of time for them to learn. Keep an orderly meeting, but don't put too much emphasis on protocol.
- Plan activities that are fun, yet teach about the mission of the ALA.
- Remember, they are kids with short attention spans. Activities that involve light exercise are helpful to burn off their youthful energy. If you need ideas, ask a teacher; it might end up being a great win/win as you share ideas.

- Crafts are another good activity for Juniors. They can make poppy crafts for a fundraiser, patriotic decorations for your post or local veterans home, handmade cards to send to veterans at your local VA, etc.
- Have snacks and drinks on hand. Juniors could even make poppy cookies to snack on.

### **Unit or Department**

- Give your Juniors a place to display their crafts or artwork.
- Help your Junior Activities Chairman find places to distribute the cards and crafts made by Juniors.
- Offer to help during Junior meetings.

## **4. Promote and encourage Junior participation in the Patch Program.**

### **Ideas:**

#### **Members**

- Mentor Juniors and help them to acquire patches. The Patch Program activities can be found on the Junior Member Activities page in the Members Only section at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Hold a special meeting to help Juniors earn patches.
- Older Juniors can help the younger Juniors earn patches.

#### **Unit**

- Encourage Juniors to participate in the Patch Program.
  - Encourage use of electronic patches on Juniors' social media sites.
- Give Junior members the opportunity to work on requirements for patches at unit functions.

#### **Department**

- Include information on the patch program in each department chairman's pack.
- Give Juniors opportunities to work on patch requirements at department functions.
- Host a Juniors meeting to encourage and increase interest in the Patch Program.
- Host a special meeting to present earned patches to Juniors with senior members in attendance.
- Mentor Juniors and help them acquire patches.
- Set up and attend a special meeting to help Juniors earn patches.

### **Junior Activities Reporting\***

#### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Junior Activities chairman is required to



submit a narrative report to the division Junior Activities chairman, plus copy the national Junior Activities chairman.

### **Year-End Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Junior Activities chairman is required to submit a narrative report to the division Junior Activities chairman, plus copy the national Junior Activities chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the Junior Activities Committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org)*

### **As part of your narrative report, please include answers to the following questions:**

- How has participation in the Patch Program increased enthusiasm among the Juniors?
- What are the various service projects in which Juniors were involved? Has participation in the service projects increased as the year has progressed?
- What type of volunteer hours did Junior members perform?
- What ways did your senior members mentor the Junior members? How does your unit plan to increase Junior member participation in meetings and activities?
- Please include pictures and news articles showing Juniors involved in their activities.

### **Junior Activities Awards Deadlines and Submission Requirements:**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Junior Activities committee contact information may be found on the Junior Activities committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

### **A. Member Award: Junior Member of the Year**

- Award: Engraved Plaque, invitation to National Convention
- Presented to: One Junior member, in recognition of her dedicated service, efforts, and talents
- Materials and guidelines:
- Entries must be typed and include the following information:

- Consideration of only Junior members in good standing for the current year.
- Outstanding contribution the Junior has made through an ALA program or project.
- Length of membership is not a criterion.
- Name, email address, and complete mailing address of nominee must accompany nomination.
- A narrative, typed essay not to exceed 500 words summarizing the nominee's accomplishments during the current administrative year. Please include pictures, clippings, scrapbooks, folders, etc., either electronically or via postal mail. Nomination must be signed by the candidate's unit Junior Activities advisor.
- On the National Report and Award Cover Sheet, include the name and contact information of the department Junior Activities chairman.

**B. Unit Award:** Most Outstanding Unit Junior Activities Program

- Award: Citation Plaque
- Presented to: One unit in each division (5)
- Materials and guidelines:
- Narrative not to exceed 1,000 words. Include specific examples of how your Juniors worked the ALA mission.
- May include pictures, news articles, news releases, etc.

**C. Department Award:** Best Department Junior Activities Program

- Award: Citation
- Presented to: One department in each division (5)
- Materials and guidelines:
- Awarded to the department in each division that conducted the best overall Junior Activities program.
- Narrative not to exceed 1,000 words. Include specific examples of how your department Juniors worked the ALA mission. o May include pictures, news articles, news releases, etc.

**D. National Award:** Best Media Coverage of Activity or Project

- Award: Engraved Plaque
- Presented to: One Junior group (department, district or unit)
- Materials and guidelines:
- Awarded to the Junior group with the best media coverage of their activities or a project.
- Narrative not to exceed 500 words. Include specific examples of media coverage, including news articles, news releases, newsletters, pictures of displays, ALA events, speeches, website address, social media activity, etc.

**Programs and Activities:**

- Requirements, instructions, and patch forms for the Junior Patch Program are available at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- National Junior meetings will be held at the same time as Mission Training. Dates and meeting sites can be found at [www.ALAforVeterans.org/meetings](http://www.ALAforVeterans.org/meetings).

- Juniors who attend one of the national Junior meetings will be eligible to vote and run for Honorary National Junior Division Vice President (HNJDVP). Each of the elected HNJDVPs will help conduct the national Junior meetings and will receive a \$2,000 scholarship.
- Spirit of Youth Scholarship for Junior members: Five scholarships in the amount of \$5,000 each are awarded; one scholarship in each division. Requirements and applications are available at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Junior Projects:
  - Veterans History Project: [www.loc.gov/vets](http://www.loc.gov/vets)
  - VA Student Volunteer Program: [www.volunteer.va.gov/StudentProgram.asp](http://www.volunteer.va.gov/StudentProgram.asp) ; [www.volunteer.va.gov/ParkeScholarship.asp](http://www.volunteer.va.gov/ParkeScholarship.asp)

### **Additional Resources You Can Use**

1. *ALA Junior Activities Handbook* – available for free at [www.ALAforVeterans.org](http://www.ALAforVeterans.org), printed copies can be purchased through Emblem Sales at [www.emblem.legion.org](http://www.emblem.legion.org)
2. The national American Legion Auxiliary Junior Activities Facebook page: [www.Facebook.com/ALAJuniors](http://www.Facebook.com/ALAJuniors)
3. Junior Patch Program - information by level at [www.ALAforVeterans.org](http://www.ALAforVeterans.org)
4. *ALA Unit Handbook* – available for free at [www.ALAforVeterans.org](http://www.ALAforVeterans.org), printed copies can be purchased through Emblem Sales at [www.emblem.legion.org](http://www.emblem.legion.org)
5. Junior Leadership Course on [www.ALAforVeterans.org](http://www.ALAforVeterans.org)
6. *Veterans Affairs & Rehabilitation: A Guide for Volunteers* on [www.ALAforVeterans.org](http://www.ALAforVeterans.org)
7. Protect Youth Sports – recommended by The American Legion to provide background screenings on adult volunteers who work with youth, [www.protectyouthsports.com](http://www.protectyouthsports.com).
8. U.S. Department of Veterans Affairs information on student volunteers: [www.volunteer.va.gov/StudentProgram.asp](http://www.volunteer.va.gov/StudentProgram.asp)
9. Your national Junior Activities Committee members (see Junior Activities program page on the national website or Annual Supplement for contact information).

**LEADERSHIP  
DIANA LANGER**

Email: [lajidi@yahoo.com](mailto:lajidi@yahoo.com) Phone: 402-363-3737  
P.O. Box 282 – Osceola, NE 68651

**What is this program, and why do we have it?**

The Leadership program raises awareness of ALA leadership development opportunities.

**What can you do?**

- 1. Develop future leaders at all levels of the organization.**  
Encourage attendance at Leadership workshops, and County, District, and Department meetings.
- 2. Enhance leaders' knowledge about ALA history, programs, and organization.**  
Study ALA Academy courses and be sure to read Department newsletter at your meetings to keep your member's knowledge of programs up to date. Discuss happenings at District, Department, and National levels with Unit members to keep them aware.
- 3. Encourage the use of Auxiliary reference documents and materials such as the Unit Guidebook and Constitution & Bylaws.**  
Review your Constitution & Bylaws and be sure it is updated. Have a copy of all reference documents and materials available for your Unit or know where they can be accessed at [www.ALAforVeterans.org](http://www.ALAforVeterans.org). This includes the Unit guidebook, Unit, Department, and National Constitution and Bylaws. Robert's Rules of Order is also a good resource for proper procedures at meeting
- 4. Offer a mentoring program, utilizing the knowledge and experiences of members that have served as leaders beyond the unit level.**  
Show your members that it is a privilege to serve as an officer or on a committee. Mentor those who are willing to try and encourage them.
- 5. Nurture a culture of goodwill at all levels of the organization.**  
Learn by listening and asking questions. Participate in unit discussions and then support whatever decision is made by the group. If you have a gripe, discuss it in private with whoever is involved and not in front of the whole group. Be welcoming and friendly to new members.

**Leadership Awards Deadlines and Submission Requirements:**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just two simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Annual Supplement to the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the 2017-2022 Programs Action Plan.

National Report and Awards Cover sheet, deadlines and Leadership committee contact information may be found on the Leadership committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org)

**Leadership Award**

Unit Award: **Most Outstanding Unit Leadership Program** (per Division)

**Deadline: To Department Chairman by April 20**

Citation Presented to:

One Unit Leadership Chairman who best demonstrates what her Unit did to build leadership skills of unit members during the year.

Materials and guidelines: Narrative not to exceed 1,000 words. Pictures and examples are encouraged. Number of members attending leadership skills workshop. **Due date is April 20** to Department Chairman.

**Leadership Reporting**

Each Unit should submit a narrative report to this Chairman detailing the Unit's accomplishments and/or activities. Be specific with details as what you share may be useful to others. Tell what your Unit has done (attendance at leadership meetings, ALA Academy Courses, and mentoring.) Also, please let me know in your report what you liked or disliked after a Department leadership meeting (Leadership School, Sept. 2019, and the Mid-Year Conference, Jan. 2020). This information will help determine what you want in future leadership meetings.

**Mid-Year Conference report due DECEMBER 15.**

**Department Year report due APRIL 20.**

**LEGISLATIVE  
RUTH HIETBRINK**

735 Washington St., Sterling, NE 68443

Cell Phone: 402-866-2275

rhietbri@gmail.com

**The Legislative program provides information and assistance to American Legion Auxiliary members to advocate for the legislative agenda of The American Legion.**

***Encourage and empower members to be more knowledgeable to act on The American Legion's legislative priorities.***

**Member-Stay informed**

- Subscribe to the Legion's Legislative Action Alerts, by visiting [www.capwiz.com/legion/mlm/](http://www.capwiz.com/legion/mlm/)
- Subscribe to the Legion's Legislative Update to stay informed on veteran and military legislative issues.
- Order a copy of the ALA Legislative Advocacy Guide. The guide can be downloaded from [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Identify your U.S. representative and two U.S. senators and build a relationship and rapport with these individuals and/or members of their staff.
- Subscribe to e-newsletters of your elected officials to monitor what they consider to be their priorities.
- Attend local informational town hall meetings to become better informed and to network with other community and civic organizations.
- Attend department and/or legislative meetings and activities

**Units-be proactive**

- Hold a unit meeting to go over the steps outlined by the ALA Legislative Advocacy Guide and discuss the legislative priorities.
- Choose a different legislative priority each month and allow time at each unit meeting.
- Invite your department chairman to a unit meeting to explain how the department initiates legislative advocacy and how each unit can play a role.

**Department-provide guidance**

- Order the ALA Legislative Advocacy Guide and distribute to each unit. The guide can also be downloaded from the Legislative page on [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Encourage members to subscribe to the Legion's Legislative Action Alerts to receive notification. Visit [ww.capwiz.com/legion/mlm/signup](http://ww.capwiz.com/legion/mlm/signup) to subscribe.
- Encourage members to subscribe to the Legion's Legislative Update to remain informed about current legislation activities on Capitol Hill. Visit [www.legion.org/enewsletters](http://www.legion.org/enewsletters) to subscribe.
- Encourage members to complete the Legion's Congressional Meeting Report Form following all meetings with U.S. representatives, senators and/or their legislative staff members. Visit [www.legion.org/legislative/aar](http://www.legion.org/legislative/aar) to complete the form.

**Legislative Awards Deadlines and Submission Requirements:**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity outlined in the award's materials and guidelines section.

3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Legislative committee contact information may be found on the Legislative committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

**A. Unit Award:** Most Outstanding Unit Legislative Program

- Deadline: June 1, 2020
- Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline

**B. Department Award:** Best Department Legislative Program

- Deadline: June 1, 2020
- Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline

The National President's Award for Excellence (NPAE) will be awarded to those who emphasize the national president's focus through the American Legion Auxiliary's programs. See criteria and guidelines in the NPAE cover sheet located under "General Information" in the 2018-2019 Annual Supplement to the Programs action plan

**Legislative Reporting:**

Mid-Year reports reflect the program work of units in the department and are intended as an opportunity for mid-year correction. Each department Legislative chairman is required to submit a narrative report by **January 5, 2020** to the division Legislative chairman, plus copy the national Legislative chairman.

Annual reports reflect the program work of units in the department and may result in a national award for participants if award requirements are met. Each department Legislative chairman is required to submit a narrative report by **May 15, 2020** to the division Legislative chairman, plus copy the national Legislative chairman. Members and units should follow their department's protocol and deadlines.

**Additional Resources You Can Use**

1. [www.ALAforVeterans.org](http://www.ALAforVeterans.org) on the Legislative program page:

- *ALA Legislative Advocacy Guide*
- How to Fill Out the Congressional Contact Form
- How to Contact Legislators to Advocate for Veterans, Servicemembers and their Families

2. [www.legion.org/legislative](http://www.legion.org/legislative) (The American Legion's Legislative Center):

- Legislative Testimony Information
- Point Papers, Priority Sheets, Letters of Support
- Congressional Contact Report Form

3. Facebook:

- ALA National Headquarters: [www.facebook.com/ALAforVeterans](http://www.facebook.com/ALAforVeterans)
- The national Legislative Committee Facebook group, search "ALA National Legislative Group Page"

4. Your national Legislative committee members (see Legislative program page on the national website or Annual Supplement for contact information)

## 2017-2022 American Legion Auxiliary Programs Action Plan Legislative

The Legislative program provides information and assistance to American Legion Auxiliary members to advocate for the legislative agenda of The American Legion.

### Committee Contact Information

legislative@ALAforVeterans.org

### What Can You Do?

#### 1. Encourage and empower members to be more knowledgeable to take action on The American Legion's legislative priorities.

##### Ideas:

##### Member

- Subscribe to the Legion's *Legislative Action Alerts* to receive notification when they call on all Legion Family members to take immediate action on a topic. Visit [www.capwiz.com/legion/mlm/signup](http://www.capwiz.com/legion/mlm/signup) to subscribe. Report to your unit chairman when you have done so.
- Subscribe to the Legion's *Legislative Update* to stay informed on veteran and military legislative issues. Report to your unit chairman when you have subscribed.
- Order a copy of the *ALA Legislative Advocacy Guide* through your unit or your department headquarters and follow the suggestions it contains to help build legislative awareness in your community. The guide can also be downloaded from [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Visit the Legion's legislative website, [www.legion.org/legislative](http://www.legion.org/legislative), to keep current on legislative priorities. The site also contains the Legion's legislative priority sheets and point papers, available for download. o The priority/drop sheets outline the Legion's priorities and you can "drop" these in your elected official's office.
- The point papers provide more information on the issue and the Legion's position.
- Actively post The American Legion's legislative priorities on social media.
- Identify your U.S. representative and two U.S. senators and build a relationship and rapport with these individuals and/or members of their staff.
- Subscribe to e-newsletters of your elected officials to monitor what they consider to be their priorities and to make sure that veteran/military and national security issues are among them. Follow them on social media as well. (See each elected official's website for details how to sign-up and social media links).
- Connect with other civic organizations to communicate The American Legion's legislative priorities for potential support and membership opportunities.
- Attend local informational town hall meetings to become better informed and to network with other community and civic organizations.
- Attend department and/or legislative meetings and activities.
- Meet with state- and national-level public officials to discuss issues facing veterans, service members and their families. If possible, attend meetings with other Legion Family members.



- Remember, we're putting a face on legislative topics. We can share the human reality on how issues affect veterans and their families.
- Complete the Legion's *Congressional Meeting Report Form* following any meeting with your U.S. representative, U.S. senator and/or their legislative staff members. Visit [www.legion.org/legislative/aar](http://www.legion.org/legislative/aar) to complete the form.
- Let your department Legislative chairman or department president know if you have a personal or professional relationship with a U.S. representative and/or U.S. senator who serves on the Veterans Affairs committees or a member of his/her legislative staff and that you'd be willing to participate in the ALA Veterans Affairs Legislative Mini-Council. Each of these members should be willing to contact the representative, senator or staff member when called to action by the Legion on an issue.

### **Unit**

- Hold a unit meeting to go over the steps outlined by the *ALA Legislative Advocacy Guide* and discuss the legislative priorities.
- Invite a staff member of your U.S. representative and/or senator to a unit meeting so he/she can explain the best way to contact the official.
- Include legislative priorities in unit communications (social media, newsletters).
- Work with your Legion counterpart to make arrangements for Legion Family members to meet with respective Congressional delegation while on recess and in home districts.
- Choose a different legislative priority each month and allow time at each unit meeting for members to draft letters and communicate the importance of legislation related to veterans and their families. Watch for *Legislative Action Alerts* for any pressing priority.
- Invite your department chairman to a unit meeting to explain how the department initiates legislative advocacy and how each unit can play a role.
- Work with your Legion Family to host a "Meet the Candidate" night. Make veterans/military issues the primary topic for discussion. (See the How To Sheet for details).

### **Department**

- Order the *ALA Legislative Advocacy Guide* and distribute to each unit. Provide information on how members can order their own copies of the guide through their department. The guide can also be downloaded from the Legislative page on [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Encourage members to subscribe to the Legion's *Legislative Action Alerts* to receive notification when they call on all Legion Family members to take immediate action on a topic. Visit [www.capwiz.com/legion/mlm/signup](http://www.capwiz.com/legion/mlm/signup) to subscribe.
- Encourage members to subscribe to the Legion's *Legislative Update* to remain informed about current legislation activities on Capitol Hill. Visit [www.legion.org/enewsletters](http://www.legion.org/enewsletters) to subscribe.
- Encourage all Legion Family members to complete the Legion's *Congressional Meeting Report Form* following all meetings with U.S. representatives, senators and/or their legislative staff members. Visit [www.legion.org/legislative/aar](http://www.legion.org/legislative/aar) to complete the form.

- Visit the Legion's legislative website, [www.legion.org/legislative](http://www.legion.org/legislative), to keep your units and members current on our legislative priorities. The site also contains the Legion's legislative priority sheets and point papers.
- The priority/drop sheets outline the Legion's priorities and you can "drop" these in your elected official's office. Printed color copies can be requested by email by contacting Legion Headquarters. Be sure to include the quantity you are requesting and your contact information. o Point papers provide more information and the Legion's position.
- Work with your Legion department Legislative chairman and request that the Auxiliary be included in Legion meetings with national and state officials, and be invited to legislative briefings and other functions. Encourage members to attend.
- Hold a department legislative workshop and invite members to participate in activities to articulate the purpose of the Legislative program. o Legion Legislative staff is authorized to travel to Auxiliary department functions by submitting a request to the national adjutant.
- Write articles on the Legion's current legislative activities and publish them in ALA newsletters, newspapers and on websites. Article content can be drawn from the *Legislative Update*, articles in the Legion's *Dispatch* or other Legion media.
- The work of the Legislative committee amplifies the work of other committees. Collaborate with your department's Veterans Affairs & Rehabilitation, National Security, Education and Americanism chairmen, depending on the legislative issue, to mobilize members and help distribute the "Calls to Action" throughout their spheres of influence.
- In joint effort with the Legion, advocate at the state level to identify and initiate specific steps that need to be taken to provide transitioning service members and military spouses with the credentials they need as they transition into civilian life, reducing barriers to licensing based on military experience or frequent moves.
- In collaboration with your Legion department, coordinate days for the Legion Family to storm your state capital.

## **Legislative Reporting\***

### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Legislative chairman is required to submit a narrative report to the division Legislative chairman, plus copy the national Legislative chairman.

### **Year-End Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Legislative chairman is required to submit a narrative report to the division Legislative chairman, plus copy the national Legislative chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the Legislative Committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).*

**As part of your narrative report, please include answers to the following questions:**

- How did you educate members in the legislative issues promoted by The American Legion and how did your members employ those methods?
- What legislative activities (town hall meetings, legislative receptions) did members attend in their communities and departments? What suggestions did members have to improve those activities? Please describe.
- How did members develop relationships with their elected officials? Please describe.
- Please describe how members were able to connect with their local and state officials and what their successes were.

**Legislative Awards**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Legislative committee contact information may be found on the Legislative committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

**Unit Award:** Most Outstanding Unit Legislative Program

- Award: Citation Plaque
- Presented to: One unit in each division (5)
- Materials and Guidelines:
- Entries must be typewritten in narrative form.
- Include pictures and newspaper articles.

**Department Award:** Best Department Legislative Program

- Award: Citation
- Presented to: One department in each division (5)
- Materials and Guidelines:
- Entries must be typewritten in narrative form.
- Include pictures and newspaper articles.

## How to Sheets

- How to Host A "Meet the Candidate" Night

## Additional Resources You Can Use

1. [www.ALAforVeterans.org](http://www.ALAforVeterans.org) on the Legislative program page:
  - *ALA Legislative Advocacy Guide*
  - How to Fill Out the Congressional Contact Form
  - How to Contact Legislators to Advocate for Veterans, Service members and their Families
2. [www.legion.org/legislative](http://www.legion.org/legislative) (The American Legion's Legislative Center):
  - Legislative Testimony Information
  - Point Papers, Priority Sheets, Letters of Support
  - Congressional Contact Report Form
3. Facebook:
  - ALA National Headquarters: [www.facebook.com/ALAforVeterans](http://www.facebook.com/ALAforVeterans)
  - The national Legislative Committee Facebook group, search "ALA National Legislative Group Page"
4. Your national Legislative committee members (see Legislative program page on the national website or Annual Supplement for contact information)

## HOW TO HOST A "MEET THE CANDIDATE" NIGHT

**Contact Information for Questions:** [legislative@ALAforVeterans.org](mailto:legislative@ALAforVeterans.org)

**Encourage and empower members to be more knowledgeable to take action on The American Legion's legislative priorities.**

### Step-by-Step Instructions:

A "meet the candidate" night is a question-and-answer session where all candidates for a specific election are invited to answer questions. It is not intended to be a debate.

**Suggested Date of Event:** 2-3 weeks before elections

### ***3 Months Prior to the Event***

1. In an effort to make this a Legion Family event, work with your Legion post, SAL squadron and Riders chapter (if applicable) to form a planning committee. If this isn't a Legion Family event, the unit Legislative chairman and unit president should appoint a planning committee. Identify a place, date and time for the event. Map out a plan to get the word out to the general community. Think about if you'll serve refreshments; will they be donated or do you need to buy them? Set guidelines for candidates before the event about literature, political signs and handouts.

If the place is the post home, ensure you have approval for the space and it's on the calendar. Determine if your post allows political material (like signs) to be displayed on post property.

2. After the candidate filling deadline has passed, pull a list of candidates from your state's election board or Supervisor of Elections' website. Prepare a spreadsheet of all ballot-ready candidates (local, state and/or federal) who will be invited. List their name, address, phone, email, party and office. Allow ample time to contact them and receive their response.
3. Mail and email invitation letters with Legion Family Point of Contact name and the deadline date to reply. Remember: The Legion Family is nonpartisan, so you need to invite **ALL** candidates. Follow up periodically with candidates who have not replied. Suggest to the candidate they send another representative if there is a conflict in their scheduling.

### ***2 Months Prior***

1. The planning committee arranges for volunteers for the following roles:
  - Moderator (1) – Someone impartial and ideally not a part of the Legion Family, such as local news reporter or radio host or someone known and respected by the community. Using someone on TV or radio also ensures that it will be announced on TV/radio.
  - Timekeeper (1) – To keep everyone on track. Each candidate should get an equal amount of time each round.
  - Legion Family Ambassadors (Several) – To man a table on programs and services your Legion Family offers. They should also have membership applications on hand.
  - Servers (Several) – Have a small team of volunteers serve refreshments.
  - Crowd Control (Several) – Volunteers to ensure that no attendee gets out of control. (Legion Family Sergeants at Arms might be great for this role).
  - Screeners (Several) - Volunteers to collect and review questions from attendees. Selected questions will be given to the moderator for a Q&A period.

*\*Note: Candidates can stay after to talk with people and address their issues.*

  - Public Relations Coordinator (1) – Someone who will ensure that event is advertised in local newspapers, social media, websites and any other media outlet. They might invite a radio station or local TV station to stream the event live. (They might form a team to help promote the event on social media, create a hashtag, etc.).
2. The planning committee sets an agenda and how the event will proceed. Depending on the number of candidates in attendance, allow time for opening and closing speeches for each (this could be 2 to 3 minutes). After opening speeches and introductions, the moderator will ask for questions (that have been screened).

- If question is to a particular candidate, allow 1-2 minutes for the answer and allow opposing candidate the same amount of time. There should be no rebuttals!
- If it is a general question, the moderator can ask any candidate to address it, but again only 1-2 minutes per candidate.

### ***Day of Event***

1. Set up the room with the candidates in front of the audience.
2. Prepare tent cards for all candidates with their name, party and the office they're seeking. You may wish to seat candidates alphabetically in an effort to not show favoritism.
3. Set up a table to talk about the programs and services your Legion Family offers. They should also have membership applications on hand and other Legion Family branded information.
4. Setup a table for voter registration<sup>1</sup>. Members of your Americanism committee might be good to man this table, or you can invite an outside organization, like the League of Women Voters to help with the voter registration.

### ***After the Event***

1. Follow up with thank you notes to all the candidates who participated.
2. If media did not attend, work with your Public Relations chairman to send pictures to be published and posted on social media.

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<sup>1</sup> Remember: The deadline to register to vote may be up to 30 days prior to the election. Check with your local Election Board or Supervisor of Election.

**MEMBERSHIP**  
**KIMBERLY GURLEY**

Email: guleykimmie@gmail.com Phone: Cell: 402 366-6118 Home: 402-629-4580  
P.O. Box 277, Milligan, NE 68406

What is your "Vision for 20/20"? My Vision is 100% Membership for Nebraska! I am Kimberly Gurley from Unit #240, Milligan, NE. I am eligible to be a member of the American Legion Auxiliary and joined through the service of my father, James Hinz, but am also eligible through my grandfather, Edward Meyer, my husband Dennis, and my son James. My favorite part of being in this organization is knowing we are helping Veterans and their families every day. This year's membership theme is based on "Vision 20/20". What is Vision for an organization? (As defined by businessdictionary.com) "Vision" for an organization is an aspirational description of what an organization would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action. By having Vision, we can help grow this great organization by promoting membership. Help us "Stop the Slide" by retaining our current members and gaining new.

**Membership Year: Starts July 1, 2019 & Ends June 30, 2020**

**Special Notes:**

1. First National renewal notices will be sent from National Headquarters September 15 via U.S.P.S. (mail).
2. **The 2020 dues need to be paid by December 31, 2019 to prevent loss of membership and benefits.**
3. Units need to send the transmittal forms to Department Headquarters within a week of receiving a member's dues. (Make copies of the transmittal forms.)
4. Bi- Weekly emails with current Unit numbers, percentage to goal, District standings and membership updates will be available from the Department Membership Chairman. You may request copy of those emails or find them on the Department website.

## 2019 Membership Awards

### Individual Member Awards (Awarded by National)

**10 X 10 -** Join 10 new junior and/or senior members by November 10, 2019 – \$100

- If you accomplish the 10X10, you will be in a drawing for \$1,000 toward a trip to the 2020 National Convention in Louisville plus 2 state dinner tickets. (this is non-transferable)

**RS--Recruit/Rejoin 5** There will be two deadlines this year! Rejoin 5 or more Auxiliary Junior or Senior members. (*Rejoins must not have paid dues after 2017.*) Submit form to Department Headquarters by **President's day (02/17/2020)** and the second is **Flag day (6/14/2019)** to receive a special gift from our National Membership Chairman.

**100% Unit award** (November 10, 2019) - **Units** 100% - 100 units will be awarded \$100.

**Pearl Harbor Day Award** (Dec. 7, 2019) – **Departments** 75% to their goal will receive \$250.

**One Week of Caring and Sharing** (April 1-April 7, 2020) – **Units** phone members, those in good standing, those who need to renew, and those who need to rejoin. Let them know they are valued & missed. Rejoin one member, complete the form, and you could win a prize from the National membership chairman.

**Armed Forces Day** Award (May 18, 2020) – **Departments** 95% to goal will receive \$250.

**Birthday Wishes** (July 28, 2020) **Departments** 100% of goal will receive \$500!











### Unit Awards (Awarded by Department)

**"Farsighted" Award** - Awarded to each Unit reaching 25% of their Membership Goal by November 11 (Veterans Day). Each Unit will receive a special award/gift from the Department Membership Chairman.

**"Blurry Vision 20/50" Award** - Awarded to each Unit reaching 50% of their Membership Goal by December 25 (Christmas Day). Each Unit will receive a special award/gift from the Department Membership Chairman.

**"Near Vision" Award** -Awarded to each Unit reaching 75% of their Membership Goal by February 14 (Valentine's Day). Each Unit will receive a special award/gift from the Department Membership Chairman.

**"Clear Vision 20/20" Award** -Awarded to each Unit reaching 100% of their Membership Goal by April 1 (April Fool's Day). Each Unit will receive a special award/gift from the Department Membership Chairman.

	1	2019
	2	2018
	3	2017
	4	2016
	5	2015
	6	2014
	7	2013
	8	2012
	9	2011
	10	2010



### Unit Awards (Awarded by Department)

#### **"Clear Vision" Award (4 Awards Given)**

**(Category A)** Awarded to the first Unit which has 200+ members on their 2020 roster and turns in 100% of their Membership Numeric Objective. Verified by postmark date into Department Headquarters.

**Award: \$100.**

**(Category B)** Awarded to the first Unit which has 100-199 members on their 2020 roster and turns in 100% of their Membership Objective. Verified by postmark date into Department Headquarters.

**Award: \$100.**

**(Category C)** Awarded to the first Unit which has 35-99 members on their 2020 roster and turns in 100% of their Membership Objective. Verified by postmark date into Department Headquarters.

**Award: \$100.**

**(Category D)** Awarded to the first Unit which has 10-34 members on their 2020 roster and turns in 100% of their Membership Objective. Verified by postmark date into Department Headquarters.

**Award: \$100.**

**Miriam Kirchhefer Award** Awarded to the Unit having the highest percentage of 2020 Junior membership, postmarked into Department Headquarters on or before: **May 1, 2020.**

#### **Veterans- Inspiration Award**

Department President's Theme citation awarded to each Unit having reached or exceeded 2020 Unit numeric objective by 30 days prior to Department Convention 2020.

#### **Beverly J. Vlcek Award**

Awarded to the Unit with the Highest number of NEW Junior members for 2020, postmarked into Department Headquarters by **June 15, 2020.**

**All-Time High Ribbons** - A gold honor ribbon is awarded to each Unit reaching new All-Time High in membership by 30 days prior to Department Convention 2020.

### District Awards (Awarded by Department)

**Ada McVicker Award** Awarded to the District having the highest percentage of 2020 numeric objective, postmarked into Department Headquarters on or before **January 31.**

**Mary McVicker Award** Awarded to the District with the highest percentage of 2020 numeric object, postmarked into Department Headquarters by **June 15.**

***Note: ALWAYS attach a National Report/Award Cover Sheet when applying for awards. Fill out form completely!***

**NATIONAL SECURITY PROGRAM  
MRS. ROBERT "BUD" (BEVERLY) NEEL**

Email: bbneel1912@gmail.com Cell: 402-369-0152  
57576 - 847<sup>th</sup> Rd Wayne, NE 68787

**Primary** focus of the National Security Program is to **support** military service members, their families at home and abroad in whatever avenue your members are able to do and what works best in your community. Ensure that these service members and families have a Blue Star banner to display in their home; some advised not to place in a window for public vision for another means of keeping these families safe.

**Education** plays a huge role in completing our National Security focus. Be an **informed** and **sharing** citizen to keep neighborhoods aware of what their needs are and work as a community to see it happen. Educating our children/youth/adults to the **watchful eye** of security/liberty will build a community we can all be proud to call home. Education lends itself to **reducing** juvenile delinquency, broken homes and too many youths **falling** through the cracks and into the hands of trouble. We need to be **alert** to our children as if they were our own and take **leadership** and **compassion** to them to lead them on the straight and narrow. Hold **community** blood drives, CPR training and disaster training. Coordinate it with community leaders and entities and to get all involved in preserving our way of life

Other elements of the American Legion Family fall within the purview of National Security – POW/MIA Recognition 3<sup>rd</sup> Friday of September; honoring ROTC and JROTC cadets; First Aid; Hiring our Military Spouses/Veterans efforts; Military job fairs; connections to Family Readiness Groups (FRG), "Remember Everyone Deployed" red shirt Fridays, care packages to troops and families at home, any avenue of life that makes a connection to our military population will do us all well.

**It should be noted that the Military Spouse Mentor award has been discontinued.**

#### **National Security Awards**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world **Who we are, What we do, and Why we matter**. Just three simple steps to add your part to our national success story: **Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.**

- 1) **Provide details/examples about the activity as outlined in the award's materials and guidelines section.**
- 2) **Submit as indicated in the Annual Supplement to the Programs Action Plan.**

**National Report and Awards Cover Sheet, deadlines, and National Security committee contact information may be found on the National Security committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org)**

#### **A. Unit Award: Most Outstanding Unit National Security Program**

- Award: Citation Plaque
- Presented to: One unit in each division (5)
- Materials and guidelines:
- Entries must be typewritten in narrative form

- Include pictures and newspaper articles

**B. Department Award: Dorothy Pearl Best Department National Security Program**

- Award: Citation
- Presented to: One department in each division (5)
- Materials and guidelines:
- Each entry must be typewritten in narrative form.
- Include pictures and newspaper articles.

**Resources You Can Use**

[www.ALAforVeterans.org](http://www.ALAforVeterans.org)

- *American Legion Auxiliary Military Family Readiness Action Guide*
- *Welcome to Our Hometown Action Guide*
- *ALA-Operation Homefront Action Guide*
- *ALA-USO Action Guide*
- How to Welcome Home Separating Service members
- How to Identify Veteran and Service member Families who are In Need of Assistance
- How to Support Troops and their Families on Military Installations
- How to Train for FEMA's Community Emergency Response Teams
- Planning a POW/MIA Remembrance Service
- How to Collaborate with the American Red Cross' Service to the Armed Forces
- How to Collaborate with the Tragedy Assistance Program for Survivors (TAPS)
- How to Collaborate with the Hiring Our Heroes Military Spouse eMentor Program
- Blue Star and Gold Star Banner: [www.legion.org/troops/bluestar](http://www.legion.org/troops/bluestar)
- Disaster Preparedness and Response for American Legion Posts: [www.legion.org/documents/pdf/talarc\\_disaster\\_preparedness.pdf](http://www.legion.org/documents/pdf/talarc_disaster_preparedness.pdf)
- Family Support Network: [www.legion.org/familysupport](http://www.legion.org/familysupport)
- Operation Comfort Warriors: [www.legion.org/troops/operationcomfort](http://www.legion.org/troops/operationcomfort)
- POW/MIA: [www.legion.org/powmia](http://www.legion.org/powmia)
- Legislative Action Alerts: <http://capwiz.com/legion/home/>

It is understandable not all members have access to internet but there are those who do. Task them with informing members at monthly meetings on these various means to be of service to our military, families and community in ensuring we promote our best efforts in National Security. Record, report, recognize.

**Mid-Year Reports to this Chairman by December 15, 2019.**

**End-of-Year Reports to this Chairman by April 20, 2020.**

## 2017-2022 American Legion Auxiliary Programs Action Plan National Security

The National Security Program promotes a strong national defense by supporting service members and their families.

**Committee Contact Information** [nationalsecurity@ALAforVeterans.org](mailto:nationalsecurity@ALAforVeterans.org)

### What can you do?

#### A. Support the emotional and social needs of active, reserve and transitioning military service members and their families.

##### Ideas:

##### Member

- Let your unit know of any military families or businesses that should receive a Blue Star or Gold Star Banner in recognition of a service member's service.
- Provide support on a spouse-to-spouse or family-to-family basis, such as to a family member, neighbor or another military family. Refer to the *ALA Military Family Readiness Action Guide* for specific suggestions of the type of support military families may value.
- Provide assistance to service members and their families directly affected by current conflicts. Get to know your local Legion Service Officer, they may be able to help you in your efforts.
- Become more informed about issues affecting a military family's home life and the resources available to help, such as PTSD, TBI, domestic violence, financial literacy and other issues.
- Refer service members with financial assistance needs to the American Red Cross Armed Forces Call Center at 1 (877) 272-7337.

##### Unit

- Support active-duty military families by working with an installation Family Readiness Group (FRG). Contact the Family Readiness Center on your nearby military installation for more information.
  - Support reserve and transitioning service members and families by working with a returning National Guard or Reserve unit or an individual transitioning service member or family.
- **Note:** Units may find service members and families independently or by working with the service member transition programs of the U.S. Department of Defense, the military service branches or the U.S. Department of Veterans Affairs. Members may provide support on a spouse-to-spouse or family-to-family basis, such as to a family member, neighbor or another military family to which they come in contact. Refer to the *ALA Military Family Readiness Action Guide* for additional information and specific steps.

- When a service member or military family you're working with is relocating to a different community, help identify an ALA unit in the new community and make introductions.
- Greet service members and families as they deploy and/or return from a deployment.
- Work with a Yellow Ribbon Reintegration Program office of a local military unit (Reserve or National Guard) or a state National Guard Joint Force Headquarters to show patriotic and moral support at Yellow Ribbon events; offering hospitality, refreshments or children and youth activities; or making presentations on Auxiliary resources and services to family members of returning service members.
- If you're near a military installation, a U.S. Department of Defense policy makes it easier for you to get and provide information about our services and programs to service members and military families. Refer to the *How to Support Troops and their Families on Military Installations* for additional information and specific steps.
- Organize a Welcome to Our Hometown event to welcome military families that are moving or transitioning out of the military to your community. Refer to the *Welcome to Our Hometown Action Guide* for additional information and specific steps.
- Coordinate for community donations and assemble service member care packages and family member support packages.
- Work with the Tragedy Assistance Program for Survivors (TAPS) and refer a survivor or caregiver for specialized support. Refer to *How to Collaborate with the Tragedy Assistance Program for Survivors* for information and specific steps.

### **Department**

- Include information about military spouse job fairs in your department newsletter.
- Provide information about what Legion Service Officers do and sign members up to help them.

### **B. Assist military spouses in getting and maintaining employment.**

#### **Ideas:**

#### **Member**

- Serve as a mentor in the career e-mentoring network through the U.S. Chamber of Commerce Foundation's Hiring Our Heroes Military Spouse Employment Program and Academy Women. Current military spouses will be virtually paired with more experienced spouses and/or corporate and career mentors for guidance and support.
- Promote military spouse job fairs in your community and volunteer to help.
- Help staff an information booth about the ALA at a job fair for military spouses.
- Write an editorial about why military spouses make good employees.
- Contact school guidance counselor in your local area and offer to be "on call" for assistance with military children.

**Unit**

- Support military spouse job fairs organized by U.S. Chamber of Commerce Foundation or The American Legion, or host one in your own community.
- Encourage local business to participate and hire veterans and military spouses.
- Help to implement a Legion-sponsored job fair and/or co-host a Legion Family information table at a U.S. Chamber of Commerce Foundation-sponsored job fair.
- Seek grant funds to help military spouses start small businesses. Promote participation among military spouses at [www.theveteranmarket.com](http://www.theveteranmarket.com).
- Create a scholarship fund for military spouses learning a new skill.

**Department**

- Assist units and members with specific idea plans outlined above.

**C. Support the National Security programs of The American Legion.****Ideas:****Member**

- Complete a Community Emergency Response Training (CERT) course. Refer to *How to Train for FEMA's Community Emergency Response Teams* for information and specific steps.
- Build and/or help a neighbor build an emergency preparedness kit and plan.
- Remember, new military families in your community may not be familiar with the types of emergencies that affect your area. As needed, help them update their emergency kit and plan.
- Sign up for the Legion's Legislative Action Alerts, and be sure to act on the ones regarding a strong national defense and affecting current and transitioning service members and their families.
- Donate blood.

**Unit**

- Get involved in the Citizen Corps Council ([www.ready.gov](http://www.ready.gov)) to ensure citizens are prepared to respond to natural disasters such as floods, hurricanes, blizzards and manmade disasters and emergencies. Junior members can get involved in and/or start a Youth Preparedness Program in their community.
- Collect supplies for emergency preparedness kits and distribute them in your community.
- Remember: new military families in your community may not be familiar with the types of emergencies that affect your area. As needed, help them update their emergency preparedness kit and plan.
- Encourage members to complete Community Emergency Response Training (CERT). Refer to *How to Train for FEMA's Community Emergency Response Teams* for information and specific steps.
- Have a training exercise in your post home to give training in first aid, CPR or other types of emergency skills.
- Join with your Legion post to host a POW/MIA ceremony on National POW/MIA Recognition Day, commemorated annually on the third Friday of September.

- Follow the Legion's POW/MIA Empty Chair Resolution 288 for designating a POW/MIA Empty Chair at all official meetings.
- Host a remembrance event for any MIA service members who have been identified from your area.
- Work with Legion posts to honor ROTC and JROTC cadets by having dinners and recognizing their accomplishments.
- Support future military by presenting ROTC and JROTC recognition awards.

### **Department**

- Support your Legion department and posts to raise funds for Operation Comfort Warriors to provide supplies to wounded service members.
  - Encourage members to complete Community Emergency Response Training (CERT). Refer to *How to Train for FEMA's Community Emergency Response Teams* for information and specific steps.
- Follow the Legion's POW/MIA Empty Chair Resolution 288 for designating a POW/MIA Empty Chair at all official meetings.
  - Work with your ALA and Legion department legislative committees around topics that ensure a strong national defense and support current and transitioning service members and their families.
  - If your Legion department has a job fair in conjunction with a department meeting, ensure military spouses are included (or a special track is offered for them), assist in promoting the job fair and staff an information table at the job fair.

### **National Security Reporting\***

#### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department National Security chairman is required to submit a narrative report to the division National Security chairman, plus copy the National Security chairman.

#### **Year-End Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department National Security chairman is required to submit a narrative report to the division National Security chairman, plus copy the National Security chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 20172022 Programs Action Plan or visit the National Security Committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).*

**As part of your narrative report, please include answers to the following questions:**

- Did members organize Welcome To Our Hometown events? If so, what was most successful? Did they have any challenges?
- What types of national security activities and/or projects were done at units in your department that weren't near a military installation?

### **National Security Awards**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and National Security committee contact information may be found on the National Security committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

- 1) **Unit Award:** Most Outstanding Unit National Security Program
  - Award: Citation Plaque
  - Presented to: One unit in each division (5)
  - Materials and guidelines:
  - Entries must be typewritten in narrative form o Include pictures and newspaper articles
- 2) **Department Award:** Dorothy Pearl Best Department National Security Program
  - Award: Citation
  - Presented to: One department in each division (5)
  - Materials and guidelines:
  - Each entry must be typewritten in narrative form.
  - Include pictures and newspaper articles.
- 3) **Department Award:** Military Spouse Mentor

**Note:** This award is related to Academy Women's eMentoring program.

  - Award: Citation Plaque
  - Presented to: One department
  - Materials and guidelines:
  - For the department having the highest percentage of members actively participating in military spouse eMentoring and connected to military spouses
  - Entries must have a list/spreadsheet of participating members



- Each department's participation percentage will be determined by the national chairman. The percentage will be calculated based on the number of reported participating members who are serving as an eMentor, as reported by the eMentoring program staff, divided by the department's membership total as of June of the current administrative year. (For example, if 250 of the 300 members listed on the department's submitted spreadsheet were connected to military spouses, in a department with 5,000 members, the percentage would be 5 percent).

### **Additional Resources You Can Use**

1. [www.ALAforVeterans.org](http://www.ALAforVeterans.org) resources on the National Security program page:
  - *American Legion Auxiliary Military Family Readiness Action Guide* training package is also online for departments and units. It includes an instruction sheet, PowerPoint presentation and script, sample agenda, learning exercises, pre- and post-session survey, satisfaction survey and sample marketing text.
  - *Welcome To Our Hometown Action Guide*
  - *ALA-Operation Homefront Action Guide*
  - *ALA-USO Action Guide*
2. Instructional How To sheets found on the National Security program page on the national website:
  - How to Welcome Home Separating Service members
  - How to Identify Veteran and Service member Families who are In Need of Assistance
  - How to Support Troops and their Families on Military Installations
  - How to Train for FEMA's Community Emergency Response Teams
  - Planning a POW/MIA Remembrance Service
  - How to Collaborate with the American Red Cross' Service to the Armed Forces
  - How to Collaborate with the Tragedy Assistance Program for Survivors (TAPS)
  - How to Collaborate with the Hiring Our Heroes Military Spouse eMentor Program
3. Legion Resources:
  - Blue Star and Gold Star Banner: [www.legion.org/troops/bluestar](http://www.legion.org/troops/bluestar)
  - Disaster Preparedness and Response for American Legion Posts: [www.legion.org/documents/pdf/talarc\\_disaster\\_preparedness.pdf](http://www.legion.org/documents/pdf/talarc_disaster_preparedness.pdf)
  - Family Support Network: [www.legion.org/familysupport](http://www.legion.org/familysupport)
  - Operation Comfort Warriors: [www.legion.org/troops/operationcomfort](http://www.legion.org/troops/operationcomfort)
  - POW/MIA: [www.legion.org/powmia](http://www.legion.org/powmia)
  - Legislative Action Alerts: <http://capwiz.com/legion/home/>
4. Follow Us on Facebook:
  - ALA National Headquarters: [www.facebook.com/ALAforVeterans](http://www.facebook.com/ALAforVeterans)
  - The National Security Committee Facebook group, search "ALA National Security"

Your national, National Security committee members (see National Security program page on the national website or Annual Supplement for contact information)

## PAST PRESIDENTS PARLEY

KATHY MAZUR

13932 Meadow Ridge Road; Omaha, NE 68138-3471  
Phone: 402.659.6689 Email: mazur\_kathy@yahoo.com

The purpose of the Past Presidents Parley is to utilize the experience and knowledge of past Auxiliary leaders to train and encourage future leaders in the organization. Those who have served as presidents or leaders at any level of the organization have an opportunity to continue in active service to ensure strong leadership for the future of the American Legion Auxiliary. The Past Presidents Parley also recognizes and honors outstanding Unit members through the "Unit Member of the Year" award and female veterans through the "Salute to Servicewomen" awards.

### What you can do?

1. Be an active mentor and positive example to other members.
  - Encourage past presidents to share "best practices" with members and assist in the transition period of newly elected/installed officers.
  - Support new members in learning the programs and responsibilities of leadership.
  - Support leaders at all levels when asked for assistance.
  - Forming a Past Presidents Parley group is a great way to share fellowship and ideas.
2. Promote and submit a nomination form for **UNIT MEMBER OF THE YEAR** award.
  - Share information about the award with Unit members to raise awareness of how easy it is to be nominated for the award. (See entry form)
  - Select a member from your Unit who meets the requirements and submit a nomination.
  - Honor Unit members with special recognition and publicize.
3. Promote and submit nominations for the **SALUTE TO SERVICEWOMEN** award.
  - Seek out candidates who qualify for nomination for this award. (See entry form)
  - Assist in preparing and submitting the nomination.
  - Honor your nominee with a special Unit function. Invite the media for coverage.

### PAST PRESIDENT PARLEY AWARDS:

**Nebraska Department Award: BEST MENTOR AWARD:** Recipients in the categories of Unit, District and Department will be recognized at Department Convention in June.

- Nomination of mentor. Submit a narrative of how this person mentored you or others. Examples: Encouraged a member to take a leadership role and mentored his/her success. Took members to volunteer opportunities. Took members to Unit, County, District or Department meetings. Encouraged competing in Auxiliary sponsored contests. Helped revitalize a unit.
- **DEADLINE: APRIL 20**

**National Award: UNIT MEMBER OF THE YEAR:** Nebraska's nomination will be recognized at Department Convention in June.

- Follow the instructions in filling out the National Award Entry Form Cover Sheet.

- Provide details/examples as outlined in the award materials: More information can be found at: <https://www.alaforveterans.org/Awards/Unit-Member-of-the-Year-Award/>

- **DEADLINE: APRIL 20**

**National Award: SALUTE TO SERVICEWOMEN:** Nebraska's Servicewoman will be recognized at Department Convention in June.

- Follow the instructions as outlined on the Salute to Servicewomen Award Nomination Form.
- Provide details/examples as outlined in the award materials: More information can be found at: <https://www.alaforveterans.org/Awards/Unit-Member-of-the-Year-Award/>

- **DEADLINE: APRIL 20**

**PAST PRESIDENTS PARLEY REPORTING:** Write a summary on what your Unit does to support this program at **Midyear December 15** and **End of Year Reporting on April 20**.

Consider the following in your reports:

- How have Unit Past Presidents mentored to the Unit leaders and members?
- Has the Unit submitted a Unit Member of the Year nominee? How are members shown appreciation/recognition by the Unit leadership?
- Has the Unit submitted a Salute to Servicewomen nominee? How are women veterans in your town/area shown appreciation/recognition by the Unit?

Submit all award applications and reports by the deadlines listed to Kathy Mazur, 13932 Meadow Ridge Road, Omaha NE 68138-3471 mazur\_kathy@yahoo.com

**POPPY**  
**JUDITH SCHWAB**

145 S. 56 Road  
Nebraska City, NE 68410

Cell - 402-269-7051

Email: [jjschwab77@gmail.com](mailto:jjschwab77@gmail.com)

As you plan your 2019-2020 Unit Poppy Program, please keep the following **GOALS** in mind:

Goal #1 - Meet all reporting deadlines; using numbers and narrative descriptions to show the whole picture of your efforts.

Goal #2 - Make one or more efforts to educate "your community" about the ALA Poppy Program.

Goal #3 - Make at least one "new" effort to increase poppy revenue. See your ABC Book for several other suggestions.

On page 4 there are changes to Poppy Poster Contest Judging and Awards:

The Prize-winning posters from each Unit shall be sent to Department Poppy Chairman, Judith Schwab, 145 S. 56 Road, Nebraska City, NE. 68410 by April 15, 2020. Only one entry per class is allowed per Unit.

Cash prizes for the Department Poppy Poster Contest were eliminated in 2018-2019 by Department.

On page 5 eliminate the first two sentences at the top of the page. Also, on page 5 under the sixth bullet add the word-Departmental-immediately following (age 6-12).

On Page 6 #10 Under Poppy Centerpiece Contest

Cash prizes for the Department Poppy Centerpiece Contest were eliminated in 2018-2019 by Department.

Remember, National Poppy Day is the Friday before Memorial Day, May 22, 2020. Start early to let everyone know about this simple "Red Flower." Resources are available at: [alaforveterans.org](http://alaforveterans.org), under Mission Outreach Committees, Poppy, in the Members Resources pages. So, log in and find some great help for your Poppy Program.

## **2017-2022 American Legion Auxiliary Programs Action Plan Poppy**

Using the image and story of the Flanders Field poppy to educate people about the sacrifices of our military service members helps us raise awareness of The Legion Family and link us to our mission in the eyes of the public.

### **Committee Contact Information**

poppy@ALAforVeterans.org

### **What can you do?**

**Promote the Poppy program and increase poppy revenue.**

### **Ideas:**

#### **Member**

- Contact local businesses for permission to distribute poppies on their premises. Make sure you have permission for liability purposes; in some instances, permits are required.
- Send a thank you to businesses that allow distribution. Consider using the Poppy Poster thank you cards, available through Emblem Sales, for your communication.
- Help local schools organize poppy drives. Make the drive competitive. Give a citation to the class raising the most money during their poppy drive.
- Wear a poppy to promote conversation and interest.

#### **Unit**

- Educate your community about how funds collected help veterans.
- Contact local legislative offices to announce poppy distribution days, and request proclamations declaring Poppy Days in your community.
- Deliver poppies to local media outlets (television, newspaper and radio) along with facts about where and when poppies will be distributed in your community. Even if they are not visible "on air," these people tend to be influencers in the community.

#### **Department**

- Distribute material and make it available to members. Poppy tools are available at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Organize a department poppy drive with The American Legion Family. Encourage The American Legion, Sons of The American Legion, Riders, and Junior members to make poppy distribution rules that are available at your department headquarters for members.
- Publish material for units in your department to send to organizations and businesses to foster positive relationships and encourage their owners to promote the poppy.
- Have your department leaders promote the Poppy program by writing letters to community leaders and hold a Poppy Making Day. Teach your leaders about the poppy's symbolism and how the poppy can build positive relationships. Consider using the Poppy Poster thank you cards, available through Emblem Sales, for your communication.

## **1. Increase the number of poppy makers in your department.**

### **Ideas:**

#### **Member**

- Set up meetings with recreational and occupational therapists at local Department of Veterans Affairs medical centers (VAMCs), Community Based Outpatient Clinics (CBOCs) or community hospitals to incorporate poppy-making into their therapy programs.

#### **Unit**

- Distribute "How to Recruit New Poppy Makers" promotion information. See resource section in this program Plan for information.
- Partner with The American Legion to recruit poppy makers within their post homes and departments.
- Post information on "How Veterans Can Make Money by Making Poppies" in local VA homes, medical centers, clinics, nursing homes and other community organizations that house and care for veterans.

#### **Department**

- Inform veterans that those enrolled in department poppy production will be paid for each poppy completed, as outlined in department agreement with the facility (if applicable).

## **Celebrate National Poppy Day and educate your community on the meaning and the history of the poppy.**

### **Ideas:**

#### **Member**

- Search Pinterest.com for ideas of items you could distribute alongside red crepe paper poppies, like Spritz cookies.
- Send a bouquet of poppies and bookmarks to school with your child.
- Make a poppy wreath for the door of your home, office, or school.
- Collect donations at your workplace/hair salon/doctor's office to donate to the Poppy program.
- Tell your story on Facebook of who your poppy represents or remembers on National Poppy Day. Don't forget to tag with #PoppyDay#LegionFamily.

#### **Unit**

- Talk to leaders of nearby post and units to make sure key areas in your community are covered, and organize a poppy distribution at local Memorial Day ceremonies. Make sure to wear your Auxiliary branded apparel.
- Invite a local dignitary to lay a poppy wreath at a memorial in your community and invite unit members to be present. Consider singing patriotic songs or other ways to involve your unit members.

## **Poppy Reporting\***

### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Poppy chairman is required to submit a narrative report to the division Poppy chairman, plus copy the national Poppy chairman.

### **Year-End Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Poppy chairman is required to submit a narrative report to the division Poppy chairman, plus copy the national Poppy chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the Poppy Committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).*

### **As part of your narrative report, please include answers to the following questions:**

- How did your members promote the Poppy program?
- How did your members increase poppy revenue?
- How did your members increase the number of poppy makers in your department?
- How did units promote the Poppy Poster Contest?
- How do units in your department promote Little Miss Poppy?

### **Poppy Contest and Awards Deadlines and Submission Requirements:**

#### **A.I. Poppy Poster Contest**

- Units shall sponsor contests in local schools. When schools do not conduct activities, other youth groups, including Junior members, may participate under direct supervision of the unit.
- The contest shall have seven classes:
- Class I: Grades 2 and 3
- Class II: Grades 4 and 5
- Class III: Grades 6 and 7 or Class IV: Grades 8 and 9
- Class V: Grades 10 and 11
- Class VI: Grade 12
- Class VII: Students with special needs defined as:
  - Those in special education classes
  - A student recommended for special education classes but who has not been admitted due to a waiting list or various other factors.
  - A child identified as having a disability, but not in a special education class due to lack of facilities. Identification contingent upon discretion of school officials.

## **II. Poppy Poster Requirements:**

- Each poster shall have a fitting slogan not to exceed 10 words. Articles – “a,” “and,” “an,” “the” – are not to be counted as words. The words “buddy” and “buy” cannot be used.
- The words “American Legion Auxiliary” must be used in the design of the poster and will not be counted in the 10-word count.
- Each poster must include a picture of the red Flanders Field poppy. o The department shall determine the closing date for the unit contest. The poster shall be on 11x14” poster board. (Drawing paper will not be accepted).
- The United States flag may be used as long as there are no infractions of the flag code.
- Posters will be judged using the following criteria:
  - 50% - poster appeal (layout, message, originality)
  - 40% - artistic ability (design and color)
  - 10% - neatness
- Media used shall be watercolors, crayons, powder or oil paint, handmade paper cutouts, ink or textures, acrylics, pencils and markers.
- Written in ink on the back of the poster (not attached) shall be the class in which the entry is submitted, the name, address, age and grade of the contestant and the name of the department.
- Submissions become property of the American Legion Auxiliary. Through submission of artwork, contestants and their legal guardians’ grant non-exclusive reproduction and publication rights to the works submitted and agree to have their names and artwork published for commercial use without additional compensation or permission.
- The poster shall be the work of only one individual.
- The label “In Memoriam” from the veteran-made poppy may not be used.

## **III. Poppy Poster Contest Judging and Awards**

- Each department shall establish its own procedure for judging.
- A citation will be given for the most outstanding poster in each classification within the five divisions.
- Unit members should follow deadlines and process for the department.
- All department adjudicated entries must be sent by the department chairman to her national division chairman postmarked by the date found in the current supplement. (See addresses located in the supplement for specific division contact information and postmark deadline.)
- While ALA representatives will do their best to return all posters, it is not guaranteed. We recommend participants take a picture or scan their poster for their records.
- Submissions become property of the American Legion Auxiliary National Headquarters. Through submission of artwork, contestants and their legal guardians grant nonexclusive reproduction and publication rights to the works submitted, and agree to have their names and artwork published for commercial use without additional compensation or permission.



### **B. National Miss Poppy Contest: Little Miss Poppy (Ages 6-12)**

- Participant must be between six and 12 years of age and be a Junior member in good standing of the American Legion Auxiliary.
- Promotional activity of the Poppy story must occur through the American Legion, the American Legion Auxiliary and the community.
- Selection of Little Miss Poppy is at the discretion of the unit.
- For National Little Miss Poppy consideration, participant must submit a Little Miss Poppy scrapbook (8½" x11") containing photographs and clippings illustrating how she promoted the American Legion Auxiliary poppy in her department. Only those scrapbooks that contain a self-addressed envelope with postage will be returned. Although every effort will be made to return the scrapbook, accidents do happen, so all entrants must allow for that risk.

### **Criteria for judging Little Miss Poppy Scrapbook entries:**

- Costume (there is no specific dress code or particular dress color for Miss Poppy).
- Promotion of the Poppy program: What did you share and do?
- Publicity of poppy activities (newspapers, radio/TV, etc.).
- Narrative report on "What I Have Learned Being Little Miss Poppy."
- Essay on "Memorial Poppy" not to exceed 100 words.
- The memorial poppy must be visible in all promotion and publicity submitted.
- Neatness and creativity.
- Cover page to include member name, unit name, state, age division and year.
- Judging scale should be 1 through 10 for each area of judging for entire entry.
- The Little Miss Poppy (age 6-12) winner will be invited to appear at the ALA National Convention, immediately following her selection, and if she so chooses, will travel at her own expense.
- Winners of the National Little Miss Poppy contest each will receive a citation plaque.
- Please follow department guidelines for submitting entries.
- If the Poppy scrapbook is to be returned, members must include a self-addressed, stamped envelope. Although every effort will be made to return the scrapbook, accidents do happen so all entrants must allow for that risk.

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Poppy committee contact information may be found on the Poppy committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

**C. Unit Awards:** Most Outstanding Unit Poppy Program

- Award: Citation Plaque
- Presented to: One unit in each division (5) announced by the National Poppy Committee at the pre-convention meeting.
- Materials and guidelines:
- The entry must be typewritten in narrative format not to exceed 1,000 words.
- The report should cover all areas of emphasis and any relevant information involving program activity and describing your use of the poppy throughout the year.

**D. Department Award:** Best Department Poppy Program

- Award: Citation
- Presented to: One department in each division (5) announced by the national Poppy committee at the pre-convention meeting.
- Materials and guidelines:
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- The report should cover all areas of emphasis and any relevant information involving program activity and describing your use of the poppy throughout the year.

**Additional Resources You Can Use**

1. *ALA Poppy Program Guide: Expanded Ways to Use the Poppy Symbol to Raise Funds and Awareness* (available for download at [www.ALAforVeterans.org](http://www.ALAforVeterans.org)). Related materials and information can be found on the Poppy page of [www.alaforveterans.org/Programs/Poppy/](http://www.alaforveterans.org/Programs/Poppy/) under Poppy Toolkit
2. Poppy Poster thank you cards, available through Emblem Sales
3. *American Legion Auxiliary Unit Guide Book*
4. Poppy seed packets for Poppies Across America can be purchased at America Meadows, [www.AmericanMeadows.com](http://www.AmericanMeadows.com), (877) 309-7333, or at a local garden shop.
5. For the following how-to sheets, visit [www.alaforveterans.org/Programs/Poppy/](http://www.alaforveterans.org/Programs/Poppy/) :
  - How to Recruit New Poppy Makers
  - How to Increase Unit Poppy Revenues
  - How to be an ALA Poppy Production Manager
  - How to Promote Membership Through Poppy
  - How to Maximize Poppy Contributions
6. The national Poppy Facebook group, search "ALA Poppy"
7. Your national Poppy committee members (see Poppy program page on the national website or Annual Supplement for contact information)

**PUBLIC RELATIONS  
KARI KOLTS**

1510 SW 14<sup>th</sup> Street

Lincoln, NE 68522

[karinkolts@gmail.com](mailto:karinkolts@gmail.com)

402.710.2976

The Public Relations program is all about promoting the good we do as an organization and as individual Units. We focus on promoting the programs and events we sponsor and put on. You can promote your activities and efforts in a variety of ways; through digital channels like email newsletters, social media platforms such as Facebook or a Unit blog, through your local news media like television and radio stations as well as through your local Unit or local business bulletin boards. There are always new and innovative ways to get our messages out!

This year the program goals will center on promoting your Units through digital means and utilizing email. Paper works great, but if you want to get your message to the masses, local and members who are now out-of-state, digital is an affordable and easy way to do that. Adapting to new technologies and resources for the future will be key for our organization.

Publicity Books will still be in a hard copy format but should include digital elements. That can be copies of blog posts, photos, copies of Facebook posts. Anything digital should also be included in your book. Please review the ABC book for submission guidelines.

Together, we can promote the good we do and spread our message! Please contact me.

#### What Can I Do

- A. Encourage visibility within community, state:
  - a. Who we are, what we do, why we matter
  - b. Show the brand
  - c. Promote events and activities
- B. Share Communication:
  - a. Newspapers
  - b. E-mail
  - c. Facebook, twitter, etc.
  - d. Letters

## RESOLUTION

JACKI O'NEILL

Cell Phone: (712) 574-5070

Email: 3buzzsaw@gmail.com

## RESOLUTION WRITING

Written changes or additions to the current Constitution, Bylaws and/or Standing Rules are called resolutions. The resolution committee will review the resolution(s) to ensure it is written accurately and determine who shall present the resolution to the Department Executive Committee (DEC) or the convention body. Changes to the Bylaws need to be voted on by the convention body. Changes to the Standing Rules can be voted on by the DEC members. **DO NOT BE AFRAID** to submit a resolution as a member, you have a right to address your ideas and concerns.

### Routing of a Resolution:

1. Resolution is submitted to: The ALA Department of NE, RESOLUTIONS - P.O. Box 5227 - Lincoln, NE 68505.
2. Department forwards to the Resolution Committee Chair.
3. Resolution Committee routes resolution to appropriate committee.
4. Reviewed resolutions are returned to Department for numbering, organizing and assembling for the DEC and convention body.

The resolution committee will assist you with the proper resolution format and answer any questions you may have.

---

The writer(s) need to be identified along with the date submitted.

Adding a cell phone number and/or email to the resolution would be helpful to the committee and the DEC if questions should arise.

The resolution should include the name, section and item number from the original document. Every issue brought up in the "Whereas" clauses should be dealt with in the resolved clauses. Keep the resolution short.

1. "Whereas" should NOT be in capitals.
2. "Whereas" should NOT have a comma after it.
3. "Whereas" should NOT have a tab after it but should just be the beginning of a typical sentence.
4. The word after "Whereas" should NOT be capitalized unless it is normally capitalized
5. Whereas clauses should have hanging indentions.
6. Whereas clauses should be separated by a semicolon (;)
7. ONLY the next to the last whereas clause should have an "and" after the semicolon
8. After the last whereas, the semi-colon should be followed by "now, therefore, be it"]

Sample Resolution Form follows.....



**AMERICAN LEGION AUXILIARY**  
**DEPARTMENT OF NEBRASKA, *or***  
**DISTRICT # *or***  
**UNIT NAME & #**  
**RESOLUTION**

**Submitted By:** Name, Position, District, County, Unit # & Town **Date:** \_\_\_\_\_

**Subject:** Name of Article, Section, Item number etc.

**Document:**     Constitution:             Bylaws:             Standing Rules:

**Resolution Number:** \_\_\_\_\_  
*(Assigned by Resolutions Committee)*

**STANDING RULE SECTION** \_\_\_ **ITEM** \_\_\_ **(a)** currently reads:  
 (Type/insert *all* of Section \_\_\_ Item \_\_\_ (a)

**Whereas**, list reason \_\_\_\_\_, and

**Whereas**, list reason \_\_\_\_\_; therefore

**BE IT RESOLVED** that STANDING RULE SECTION \_\_\_ ITEM \_\_\_ (a) be revised to read.....

**Routing:** *(Decided by the Resolutions Committee)*

*Committee Chairman Name and Signature*

\_\_\_\_\_ Recommend    Not Recommend    Recommend with Amendment

\_\_\_\_\_ Recommend    Not Recommend    Recommend with Amendment

\_\_\_\_\_ Recommend    Not Recommend    Recommend with Amendment

Final Action:	Approved _____	Date _____
	Rejected _____	

**Service to Veterans**

**Vicki Colson**

Email: [colson.vicki@yahoo.com](mailto:colson.vicki@yahoo.com) Phone: 308-289-4836

PO Box 61 Paxton, NE 69155

**VETERANS AFFAIR AND REHABILITATION**

**RENEE VAN WINKLE**

Cell: 308-750-3591

Email: momrenee@hotmail.com

The VA&R Program will focus on:

- Promoting our mission to enhance the lives of veterans, military and their families
- Providing opportunities for Auxiliary members to serve veterans and their families as volunteers at VA health care facilities through the VA Voluntary Service (VAVS)
- Finding opportunities for Auxiliary members to provide volunteer hours in Service to Veterans and their families in local communities
- Assisting veterans in accessing VA benefits and activities that help homeless veterans
- Supporting rehabilitation and helping of veterans through arts, crafts and hobbies
- Assisting and supporting caregivers of veterans

One of my goals would be to encourage members to participate in activities at the Veterans Homes and VA Medical Centers. Saying thank you to Veterans and their families goes a long way. With a smile and thank you, you warm your own heart and give yourself a good feeling too. Another goal would be to get more members involved with Veterans. Please contact me if you need my help for anything. Remember there is no dumb question, just an unanswered one! You can call me

## **2017-2022 American Legion Auxiliary Programs Action Plan Veterans Affairs & Rehabilitation**

The Veterans Affairs & Rehabilitation program promotes our mission to enhance the lives of U.S. veterans, military, and their families.

### **Committee Contact Information**

va&r@ALAforVeterans.org

### **What can you do?**

#### **1. Assist in activities that help homeless veterans.**

##### **Ideas:**

##### **Members and Units**

- Give a helping hand to the Legion's homeless veteran coordinator in your department and offer to assist that coordinator in responding to requests for assistance from homeless veterans or homeless veteran service providers.
- Crochet hats, scarves or mittens to be distributed to homeless veterans. Use information provided by your department chairman to contact the homeless veteran coordinator at the VA health care system nearest you to explore what the unit or you can do to help homeless veterans in your community.
- Participate in the VA Project CHALENG organized by the VA health care system nearest to you. (Project CHALENG for Veterans enhances the care for homeless veterans provided by your local VA and its surrounding community service agencies.)
- Contact your local post chairman and offer your assistance if requests for help come through the Legion's Family Support Network (FSN).
- Raise funds for local American Legion posts to help veterans and their families through the Family Support Network for veterans at risk of losing their housing or homeless veterans transitioning to permanent housing.
- Make payments of overdue rent, utility payments or deposits and security deposits.
- Host or volunteer at homeless veterans' stand downs, events where homeless veterans receive free goods and services such as haircuts and medical exams.
- Contact homeless veteran emergency shelters, transitional housing projects and permanent housing projects in your community and identify the organization's volunteer and in-kind contribution needs, including:
  - Meal preparation and serving
  - Clothes collection and distribution
  - Assembly and delivery of hygiene kits, buddy baskets
  - Purchasing or securing household items or furniture
  - Reach out to specific homeless veterans, such as residents of projects mentioned above to provide her/him practical, social and moral support.



- Compile "blessing bags" to be given to the local police department or other organizations that deal with the homeless veteran population.
- Create a "Tree of Warmth" by collecting scarves, mittens, hats and attaching them to a tree in a location the homeless frequent. Include a sign that says "Please Take if Needed," "Free if Needed," or something similar.

### **Department**

- Identify methods of helping homeless veterans in local communities by
- Identifying VA homeless coordinators, state VA coordinators or attending Homeless Roundtables.
- Identify The American Legion's homeless veteran coordinator in your department and prepare a resources bulletin for units.
- Contact the homeless veteran coordinator at the VA health care system located in your state to explore what the unit or individual member can do to help homeless veterans in their community. Distribute information to units and members within the department.
- Coordinate and encourage participation in the following programs:
- VA Project CHALENG (Community Homelessness Assessment, Local Education and Networking Groups) for Veterans, which enhances the care for homeless veterans, provided by the local VA and its surrounding community service agencies: [www.va.gov/homeless/chaleng.asp](http://www.va.gov/homeless/chaleng.asp).
- Stand Downs
- VA sponsored events

## **2. Support rehabilitation and healing of veterans through arts, crafts, and hobbies.**

National Veterans Creative Arts Festival (NVCAF) - NVCAF is the national, annual competition and festival that recognizes the progress and recovery made through recreation therapy and raises the visibility of the creative achievements of our nation's veterans after disease, disability or life crisis. As the national presenting sponsor, the American Legion Auxiliary should strive to increase monetary support by encouraging departments to sponsor fundraisers that will contribute to the increased awareness and support of this program.

### **Ideas:**

#### **Members/Units**

- Obtain and become familiar with the *ALA Guide for Volunteers*.
- Help your unit and department earn recognition at National Convention through donations to support VA Creative Arts Festivals. Volunteer individually, with a fellow member, or as a unit at a local Creative Arts Festival.
- Identify arts, crafts and hobby projects targeted to veterans (such as writing, oral history recording, visual and performing arts, quilting and gardening). A unit may organize a project of its own or introduce a unit to veteran arts, crafts and hobby projects already operational in the community.

- Contribute donated supplies to help supplement visual veteran artists' needs for their projects. Contact your department chairman or your local VA hospital coordinator for a list of items.
- Donate, through departments, funds that help local veterans attend state and national Wheel Chair Games, Veterans Creative Arts Festivals, Paralympics, etc.

### **Department**

- Promote member awareness of the Auxiliary's vital role as the presenting sponsor of the National Veterans Creative Arts Festival (NVCAF).
- Encourage units and individuals to support state VA Creative Arts Festivals through donations. Contributing departments will be recognized at National Convention. One method may include challenging units to earn a bronze, silver or gold award given by NVCAF in recognition for financial donations to the program. Departments, units or individuals can earn the Bronze award for donations to the National Veterans Creative Arts Festival of \$1,000 to \$1,999; the Silver award for donating \$2,000 to \$4,999; or the Gold award for \$5,000 and above. ALA National Headquarters submits qualifying donations to NVCAF staff each July. Donations considered are those received in the national office from August 1, 2016, to July 31, 2017.
- Recruit members to volunteer at local Veterans Creative Arts Festivals conducted by many VA health care systems across the country.
- Apply to the ALA Foundation for an ALA Local Veterans Creative Arts Festival/Creative Arts Workshop Grant to assist your local VA health care system in preparing for and/or conducting a local Creative Arts Festival.
- Advocate for art therapy, music therapy, drama and recreational therapy programs in VA health care systems.
- Research other forms of rehabilitation for veterans such as the National Wheel Chair games. Distribute contact information to units.

### **3. Help The American Legion, State Department of Veterans Affairs and Chamber of Commerce promote job fairs for veterans and their families.**

#### **Ideas:**

#### **Members**

- Take part in a veteran job fair by organizing or working at an informational table. Other opportunities include helping implement a Legion-sponsored job fair and/or co-hosting a Legion Family information table at a U.S. Chamber of Commerce Foundation-sponsored job fair.
- Additionally, Auxiliary members may initiate and host a job fair for veterans in their community.
- Serve as a career e-mentor for women veterans.
- Volunteer for Habitat for Humanity, specifically if a house build is supported by The American Legion.

## Unit

- Host an informational table at a local job fair.
- Support the Legion by helping host a local job fair at your post home.

## Department

- Support veteran job fairs organized by The American Legion and/or the National Chamber Foundation. Encourage members to volunteer or host a job fair for veterans in their community.

### **4. Enroll Auxiliary members as VA Voluntary Service (VAVS) volunteers at VA health care facilities.**

#### **Ideas:**

##### **Members**

- If you live near a VA facility, become a regular VAVS volunteer and invite others to become VAVS volunteers with you.
- Send notes and provide supplies to support those who volunteer at VA facilities.
- Enter all of your VAVS hours into the VAVS tracking system. Note: VA Healthcare facilities volunteer hour tracking system is different from the tracking utilized for ALA hour bars. Please consult your department.

#### **Department (and ALA VAVS Representatives and Deputy Representatives)**

- Work with VAVS directors to create meaningful assignments for every volunteer.
- Work with VAVS directors to identify service projects suitable for Junior members and their friends and adults with time for occasional service only.
- Educate units and community partners about volunteer opportunities available at VA medical centers, state veterans homes, Fisher Houses, and other VA health care locations. Sponsor informational programs and recruitment tables at department meetings, post and unit functions and at community events. Utilize department websites, newsletters and other media.
- Contribute to the VAVS National Advisory Committee by enabling the American Legion Auxiliary national representative to best represent the interest of and exert influence on behalf of the American Legion Auxiliary. Develop a deeper connection with the VAVS national representative and deputy representative.
- Attend the annual VA Voluntary Service National Advisory Committee Meeting and Conference. All VA facility representatives, deputies and volunteers are eligible to attend at their own expense.
- Share member volunteer concerns and suggestions with ALA National VAVS Representative (name and contact information can be found in supplement).
- Inform your Auxiliary hospital VAVS representative of any concerns or suggestions. *(Note: Volunteers in veterans' state homes that have a Memorandum of Understanding with a VA health care system are eligible to be considered VAVS volunteers.)*

**5. There is not a VA hospital close to your community? Find opportunities for Auxiliary members to serve veterans in your area. These hours will count toward your Service to Veterans pin and hour bars.**

Service to Veterans recognizes volunteers who provide service to veterans, service members and their families outside a VAMC. Volunteers conduct projects and work for military/veterans and/or families from their homes and in their communities. Service to Veterans volunteers maintain their own recordkeeping and dollars spent. The Service to Veterans pin has been designed to reflect the work of those who volunteer in their communities and at home for veterans. Hour bars, which attach to the pin, are also available to earn. More information may be in the *Veterans Affairs & Rehabilitation: A Guide for Volunteers* available online for download at [www.alaforveterans.org](http://www.alaforveterans.org). To purchase a printed copy, please visit [www.emblem.legion.org](http://www.emblem.legion.org).

**Ideas:**

**Member**

- Read the *Veterans Affairs & Rehabilitation: A Guide for Volunteers*
- Sew quilts for the Quilts of Valor Foundation. For more information, please visit [www.qovf.org/](http://www.qovf.org/).
- Help a veteran use the Internet.
- Supply postage for local veterans in rest homes or assisted living facilities.
- Organize transportation for veterans to assist them with essential errand or medical appointments; many live far from a VA facility and should not be driving if they do not feel well.
- Contact the Legion Service Officer at your post and offer to be on the list of people to call when a military family needs help.
- Buy school supplies, throw a baby shower, or send care packages to military kids who are headed to college.
- Report your Service to Veterans hours to your unit VA&R chairman.
- See Awards section of this plan for information on Hour Bar Recognition.

**Unit**

- Become the catalyst to find needs and encourage members to help veterans in their community.
- Provide hospitality for a job fair for veterans.
- Coordinate with local quilt shops to help your unit sponsor a quilting event in support of Quilts of Valor.
- Contact members, including those who never or only occasionally attend meetings and events and invite them to participate for specific limited duration projects that would help area veterans.
- Compile and record hours provided by your members.
- Coordinate with your PR chairman to tell the community what work your unit members are doing for veterans.

## **Department**

- Distribute information to units and members to help them understand the opportunities to volunteer through ALA's recently combined category, Service to Veterans, and how to report such service hours.
- Promote volunteer opportunities available in community settings or from home to unit and individual members. Sponsor informational programs and recruitment tables at department meetings, post and unit functions and at community events. Utilize department websites, newsletters and other media.
- Encourage units and individual members to participate in the Quilts of Valor project through the Quilts of Valor Foundation: [www.qovf.org](http://www.qovf.org).

**6. Transitioning back to civilian life is one of the biggest challenges veterans face today. Educate yourself about resources so you can help veterans access all their VA benefits, not just health care. Work with your local American Legion Post Service Officer.**

### **Ideas:**

#### **Members**

- Coordinate with local American Legion posts to identify the local Service Officer or see list at [www.legion.org/serviceofficers](http://www.legion.org/serviceofficers).
- Help eligible veterans attain benefits through referrals.
- Encourage eligible veterans to use the VA health care system and its services, including hospitals, Community Based Outpatient Clinics, Vet Centers, etc.
- Participate in and encourage veterans and their family members to participate in town-hall meetings organized by The American Legion in advance of the Legion's *System Worth Saving* site visits to VA health care systems: [www.legion.org/systemworthsaving](http://www.legion.org/systemworthsaving).
- **Resource:**  
VA Health Care Hotline for women veterans  
1-855-VA-Women (1-855-829-6636); [explore.va.gov/health-care](http://explore.va.gov/health-care)

#### **Unit/Department**

- Invite the local, county or state Service Officer to be the guest speaker at a unit/department event.

**7. Assist and support caregivers of veterans.**

### **Ideas:**

#### **Members**

- Familiarize yourself with the service of the VA caregiver support program.
- Familiarize yourself with the Military and Veteran Caregiver Peer Support Network.
- Become a veteran caregiver peer support trainer or volunteer.
- Become a Legacy Corps AmeriCorps member if the Legacy Corps project is offered in a state or locality near you.

- Volunteer as a VA Voluntary Service volunteer support caregiver if the VA health care system closest to you offers such volunteer opportunity.

### **Units**

- Familiarize your unit and community with the services of the VA caregiver support program.
- Invite the VA caregiver support coordinator in the VA healthcare system closest to you to make a presentation to your unit, district or community-wide meeting.

### **Department**

- Prepare information for units concerning the needs of caregiver support.
- Familiarize yourself with the Elizabeth Dole Foundation for caregivers.

### ***Additional Resources***

***ALA Resources:*** How to Organize a Job Fair for Veterans and/or Military and Veteran Spouses

- [www.uschamber.com/hiringourheroes](http://www.uschamber.com/hiringourheroes)
- [www.ementorprogram.org/militaryspouse-ementor/](http://www.ementorprogram.org/militaryspouse-ementor/)
- The American Legion and Habitat For Humanity Volunteer involvement toolkit- [www.legion.org/documents/legion/pdf/habitat.pdf](http://www.legion.org/documents/legion/pdf/habitat.pdf)
- VA Caregiver Support – [www.caregiver.va.gov/](http://www.caregiver.va.gov/)
- Elizabeth Dole Foundation- [www.elizabethdolefoundation.org](http://www.elizabethdolefoundation.org)
- Military and Veteran Caregiver Peer Support Network - [milvetcaregivernetwork.org](http://milvetcaregivernetwork.org)

### **VA&R Reporting\***

#### **Mid-Year Reports**

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department VA&R chairman is required to submit a narrative report to the division VA&R chairman, plus copy the national VA&R chairman.

#### **Year End Reports**

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department VA&R chairman is required to submit a narrative report to the division VA&R chairman, plus copy the national VA&R chairman. Members and units should follow their department's protocol and deadlines.

*\*For deadlines and contact information, please consult the Annual Supplement to the 2017-2022 Programs Action Plan or visit the VA&R Committee page on the national website, [www.ALForVeterans.org](http://www.ALForVeterans.org).*

**As part of your narrative report, please include answers to the following questions:**

- How did the units participate in the caregiver support program?
- Describe any exceptional efforts members made in earning their Service to Veterans hours.
- What assistance did units give at a stand down in your department? What did units learn about hosting a stand down? What went well; what would they do differently?

**VA&R Awards Deadlines and Submission Requirements:**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.

- 1) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 2) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and VA&R committee contact information may be found on the VA&R committee page on the national website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

**Service to Veterans**

**A. Member Award:** Hour Bar Recognition for Service to Veterans Volunteers

- Award: Hour Bar
- Presented to: Member by her department via ALA National Headquarters
- Materials and guidelines:
- Volunteers are recognized when specific hour milestones are reached: 50, 100, 300, 500, and 1,000.
- After the first 1,000-hour bar is awarded, the next bar will be earned in 1,000-hour increments up to 20,000 hours. Hour bars are also offered in increments of 25,000 and 30,000 hours. After achieving 35,000 hours ALA National Headquarters will issue a separate Lifetime Service to Veterans pin.
- Hour bars are provided at no cost to departments; however, the appropriate pin (from which the hour bar is affixed) can be obtained from Emblem Sales at the department's expense. See *Veterans Affairs & Rehabilitation: A Guide for Volunteers*.

**B. Unit Award:** Most Outstanding Unit VA&R Program

- Award: Citation Plaque
- Presented to: One unit in each division (5) announced by the national VA&R committee at the pre-convention meeting.
- Materials and guidelines:
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- Include pictures, clippings, scrapbooks, folders, etc.
- 

**C. Department Award:** Best Department VA&R Program

- Award: Citation
- Presented to: One department in each division (5) announced by the national VA&R committee at the pre-convention meeting.
- Materials and guidelines:
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- Include pictures, clippings, scrapbooks, folders, etc.
- 

**National Veterans Creative Arts Festival (NVCAF) support recognition**

**A. NVCAF Award:** NVCAF Support Recognition

- Award: Recognition during VA&R chairman's remarks at the ALA National Convention
- Presented to: Departments, units, and/or members who qualify for stated contribution level to NVCAF. Donations are made through the American Legion Auxiliary Foundation.
- Materials and guidelines:
- To be considered, donations to the ALAF must be received by the ALA Foundation from Aug. 1-July 31 of the following year.
- ALA National Headquarters will submit qualifying donations to NVCAF staff in August. NVCAF will recognize departments/units/members that contribute:
  - Bronze: \$1,000-\$2,499 to the NVCAF from Aug. 1-July 31 of the following year.
  - Silver: \$2,500-\$4,999 to the NVCAF from Aug. 1-July 31 of the following year.
  - Gold: \$5,000-\$14,999 to the NVCAF from Aug. 1-July 31 of the following year.
  - To be considered, donations to the ALAF must be received by the ALA Foundation from Aug. 1-July 31 of the following year.
  - ALA National Headquarters will submit qualifying donations to NVCAF staff in August.



## **Veteran Affairs Voluntary Service (VAVS)**

### **A. National Award:** VAVS Volunteer of the Year Award/ALA NAC Nominee

- Award: Citation + \$500 donation to VAVS facility or VCAF of her choice presented by the American Legion Auxiliary
- Presented to: Member
- Materials and guidelines:
- Candidates for VAVS National Advisory Committee (NAC) Volunteer of the Year will be submitted by the chiefs of voluntary service to the national VAVS deputy (please see supplement for deadline and contact information).
- Awarded to the nominee who has given extraordinary service to our nation's veterans through the ALA VA&R program and the VAVS program.
- Nominee must serve in an established VA assignment and be defined as a regularly scheduled volunteer.
- Should be actively involved in working with veterans in any one of the following areas: outpatient clinics, nursing homes, homeless veteran programs, hosted veteran-related functions outside the VA, or visited veterans confined to their homes (as assigned by VAVS).
- The American Legion Auxiliary selects the ALA Volunteer of the Year. The name of the ALA Volunteer of the Year is forwarded for consideration as the NAC Volunteer of the Year.

### **B. Member Award:** 10,000 Hour Volunteer Service Award

- Award: Citation plus \$100 donation to VAVS facility or VCAF of her choice presented by the American Legion Auxiliary
- Presented to: Member
- Materials and Guidelines:
- Given to volunteers who have reached 10,000 hours of service in a VA facility from April 1 to March 31 of the following year.
- Verification of hours must be received at National Headquarters by the first Friday in June.

### **C. Member Award:** 20,000 Hour Volunteer Service

- Award: Citation plus \$200 donation to local VAVS facility or VCAF of her choice presented by the American Legion Auxiliary
- Presented to: Member
- Materials and guidelines:
- Given to volunteers who have reached more than 20,000 hours of service in a VA facility from April 1 to March 31 of the following year.
- Verification of hours must be received at National Headquarters by the first Friday in June.

- D. **Individual Recognition Award:** Volunteer Recruitment & Service Department
- Award: Citation presented by the Department of Veterans Affairs  
Presented to: Hospital Representative
  - Materials and guidelines:
  - No entry form required
  - Awarded to the hospital rep at every facility that shows an increase in both volunteers and volunteer hours at a VA Medical Center from April 1 to March 31 of the following year.
  - The award winners will be determined by the national VAVS representative through verification of hours and number of volunteers as recorded by VAVS.

- E. **Individual Recognition Award:** 100 Percent VAVS Meeting Attendance
- Award: Attendance Card presented by the Department of Veterans Affairs
  - Presented to: Hospital Representative and Deputy
  - Materials and guidelines:
  - No entry form required.
  - An "Attendance Card" will be awarded to each representative and deputy who has 100 percent attendance to VAVS committee meetings at her assigned facility.
  - The national VAVS representative will verify the winners from VA records.

- F. **Department Recognition from The American Legion Award:**  
Michael Guty Homeless Veterans Outreach

***Please note this is not an ALA award, it must be submitted to The American Legion.***

- Award: Plaque presented by The American Legion National Commander at The American Legion's National Convention
- This award will be given to The American Legion department that demonstrates American Legion Family involvement in homeless veteran initiatives that show outstanding support for activity in any or all of these areas: volunteerism, prevention, supportive housing, advocacy, and fundraising.
- The required nomination form is available at [www.legion.org](http://www.legion.org) or by writing or calling the Veterans Employment and Education Commission, The American Legion, 1608 K Street NW, Washington, DC 20006; phone 202-861-2700; by email at [VE&E@legion.org](mailto:VE&E@legion.org); or on the VA&R program page at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

- G. **James H. Parke Scholarship**

- This substantial scholarship is awarded annually by Veterans Affairs to a student volunteer.

- The American Legion Auxiliary contributes \$2,000 annually to this scholarship fund.
- To be eligible, candidates must
- Have completed 100 hours of regularly scheduled VAVS volunteer service during the calendar year prior to September 1
- Be a student in the 10th grade or above
- Not have reached their 19th birthday.
- The Medical Center director nominates a candidate for the award by submission of the nomination form to the president of the fund by November 1 of each calendar year, late nominations will not be considered.
- The nomination form should be completed to reflect the volunteer service and background of the candidate and include: age, years of volunteering, number of volunteer hours, areas of service and affiliated/supporting organizations, if any. See [www.va.gov](http://www.va.gov) for information on VAVS, James H. Parke Scholarship.
- The national winner receives a plaque and a letter of commitment. This presentation is usually made at the Annual Meeting of the VAVS National Advisory Committee.

### **Additional Information**

#### **Welcome Home Celebrations**

Provide assistance to your local VA health care system in supporting returning service members and their families in the community. VA supports this initiative by providing information about the opportunities available to them through the VA. Every VA health care system sponsors welcome home celebrations in their facilities and community.

#### **National Salute to Veterans**

This initiative salutes America's heroes, the more than 98,000 veterans of the U.S. Armed Services who are cared for every day in VA Medical Centers during the week of February 14 annually.

#### **How-to Sheets**

- How to Raise Awareness in Your Communities About the Ever-Increasing number of Homeless Veterans.
- How to Increase Donations to the National Veterans Creative Arts Festival

#### **Additional Resources You Can Use**

1. Homeless Veterans Coalition: [www.nchv.org](http://www.nchv.org)
2. Other "How to Sheets" can be found at [ALAforVeterans.org](http://ALAforVeterans.org)
3. Quilts of Valor: [www.qovf.org](http://www.qovf.org)
4. VA Homeless Programs: [www.va.gov/homeless/](http://www.va.gov/homeless/)

5. 5. HUD Homeless Assistance Programs:  
[https://portal.hud.gov/hudportal/HUD?src=/program\\_offices/comm\\_planning/homeless/programs](https://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/homeless/programs)
6. On-Call: Handbook for Homeless Veterans and Service Providers  
[www.legion.org/publications/168493/homeless-veterans-handbook](http://www.legion.org/publications/168493/homeless-veterans-handbook)
7. The American Legion Family Support Network: [www.legion.org/familysupport](http://www.legion.org/familysupport)
8. American Legion Auxiliary Veterans Creative Activities Action Guide,  
[www.ALAforVeterans.org](http://www.ALAforVeterans.org)
9. National Veterans Creative Arts Festival, [www.creativeartsfestival.va.gov](http://www.creativeartsfestival.va.gov)
10. The national VA&R Committee Facebook group, search ALA Veterans Affairs & Rehabilitation (VA&R)
11. Your national VA&R committee members (see VA&R program page on the national website or Annual Supplement for contact information)

## FORMS

National President's Award for Excellence Application

Americanism Essay Contest

Department Officers Visit Form

Monthly Reporting Form

Mid-Year History Report Sheet

Year-End History Report Sheet

Junior Poppy Corsage Sheet

Junior Poppy Centerpiece Sheet

Junior Craft Display Sheet

Junior History Book Sheet

Junior Prayer Book Sheet

Junior Publicity Scrapbook Sheet

Unit Member of the Year Application

Service Woman of the Year Nomination Sheet

Recruit 5 Award Sheet

10 x 10 Membership Award

Scholarship Packets

Member/Unit/District Impact Forms



**AMERICAN LEGION AUXILIARY  
NATIONAL PRESIDENT'S AWARD FOR EXCELLENCE  
2019-2020**

<b>Total Qty</b>	<b>Recipient</b>	<b>Submitted By</b>	<b>Deadline Date</b>
5 Unit Awards (1 per division)	Unit	Unit President (Collaboration with unit members and chairmen)	June 1, 2020
5 Department Awards (1 per division)	Department	Department President (Collaboration with department chairmen)	June 1, 2020
Hard Copy Submitted To:		American Legion Auxiliary NHQ Attn: NPAE 3450 Founders Road Indianapolis, IN 46268-1334	
Electronic Entry Submitted To:		natlpres@ALAforVeterans.org	

**Criteria & Details**

Your unit or department can win this award simply by sharing how you demonstrated efforts to support National President Nicole's centennial area of emphasis: Health and Well-Being of our Veterans, Military, and Their Families!

One National President's Award for Excellence Unit and Department winners will be chosen from five division winners.

Form: ALA National Award and Report Cover Sheet – this standardized award/report entry sheet can be used for all member, unit, and department awards. Please note the three different sections on the form (members, unit, and department) and **use only the unit or department section** when applying for the National President's Award for Excellence.

**Tips to Win:**

- Tell us your story with words AND photos. Winning submissions have two things in common – a fantastic narrative and great photos!
- Highlight how your unit/department incorporated the national president's focus into your mission outreach work.
- Correctly complete the ALA National Award and Report Cover Sheet.

**Award Description**

- The National President's Award for Excellence will be presented during the ALA National Convention with a spotlight on each winning entry.
- All winners will be featured in ALA national media.



## American Legion Auxiliary National Report and Award Cover Sheet

The National Report and Award Cover Sheet **should be attached** if you are reporting. Submission may make you or your unit/department eligible for a national award.

**Department Chairman and Unit Chairman:** This cover sheet should be attached to each narrative submitted as a year-end report or if you are applying for a department or unit national award.

- Send all award entries/year-end narrative reports to the appropriate program's division chairman unless otherwise noted in the Annual Supplement to the Programs Action Plan.
- All year-end narratives will be judged as award entries.
- Award winners are announced in the respective committee "pre-con" meeting prior to the start of ALA National Convention. All awards will be mailed to the winners' department headquarters at the close of ALA National Convention.

### **To all submitting this form:**

Submissions become property of the American Legion Auxiliary National Headquarters. Through submission of reports and award entries, the submitter grants nonexclusive reproduction and publication rights to the materials submitted and agrees to have their names and submission published for ALA use or commercial use without additional compensation or permission.

Please fill out the information as completely and accurately as possible. Award certificates will be completed using the information given on this sheet, so please be sure to complete the form in its entirety. For your convenience, a fillable version of this form is available online at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

For the award for which you wish to be considered, please refer to the 2017-2022 Programs Action Plan, the Annual Supplement to the Programs Action Plan, at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) for the specific criteria such as photographs, narrative length, submission deadline, and point of contact. **Please include all required documentation along with your submission of the National Report and Award Cover Sheet.** All awards will be mailed to the department office after ALA National Convention. Department presidents may wish to recognize award recipients by presenting them with the award at a department function.



**American Legion Auxiliary  
National Report and Award Cover Sheet**

*See the Annual Supplement to the Programs Action Plan to determine where to send this form.  
Please note, your report will also be viewed as an award entry if this cover sheet is attached.*

**Complete the following if you are applying for a member award.**

Unit #: \_\_\_\_\_ Full official unit name: \_\_\_\_\_

Name of state where you are a member: \_\_\_\_\_

Member's Full Name: \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Nominating Member (if different from above): \_\_\_\_\_

Nominator's Phone number: (\_\_\_\_) \_\_\_\_\_

Nominator's Email address: \_\_\_\_\_

National committee sponsoring award: \_\_\_\_\_

Name of the award you are applying for: \_\_\_\_\_

\*\*\*\*\*  
**For a unit award or to submit a year-end unit narrative report, please complete this section.**  
Be sure to give the complete name of your unit. The award certificate will be prepared using the information you include below.

Unit #: \_\_\_\_\_ Full official unit name: \_\_\_\_\_

Name of department: \_\_\_\_\_

Unit president/chairman (**circle one**) name: \_\_\_\_\_

Above listed person's ALA member ID#: \_\_\_\_\_ Phone number: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_

\*\*\*\*\*  
**For a department award or to submit a year-end department narrative report, please complete this section:**

Name of department: \_\_\_\_\_

Name of department chairman: \_\_\_\_\_

Chairman's phone number: (\_\_\_\_) \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Chairman's email address: \_\_\_\_\_





**AMERICANISM ESSAY CONTEST  
2020 Cover Sheet**

Each year, the American Legion Auxiliary (ALA) sponsors an Americanism Essay Contest for students in grades 3-12, including students with special needs. Grade levels are divided into six classes. One award in each of the six classes will be presented in each division. Winners will receive \$50 and a \$50 donation in the student's name will be made to the Children of Warriors National Presidents' Scholarship fund. National winners will be posted at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) after convention.

**Essay Title:** *"How can we address the health and well-being of our veterans, military, and their families"*

**Essay Classes:**

Class	Grade Level	Word Requirement
I	3 and 4	150-250
II	5 and 6	250-300
III	7 and 8	350-400
IV	9 and 10	450-500
V	11 and 12	450-500
VI	Students with special needs	Word count should correspond with student's grade level.

**Essay Checklist:**

- Class competing in \_\_\_\_\_
- Sponsoring ALA unit \_\_\_\_\_
- Typed or neatly written essay conforming to the word requirement for class
- Completed essay coversheet as first page of essay
- Word count of essay \_\_\_\_\_
- Due date for student to return to ALA unit \_\_\_\_\_

**To Be Completed by the Student/Parent:**

Student Name: \_\_\_\_\_

Address (Street, City, State, Zip): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone: \_\_\_\_\_

School Name: \_\_\_\_\_

School City/State: \_\_\_\_\_

Teacher Name and Signature: \_\_\_\_\_

**Auxiliary Use Only (Must be completed for entry to be considered.):**

Sponsoring Unit Name/Number: \_\_\_\_\_

Signature of Unit Americanism Chairman: \_\_\_\_\_

Unit winner due to Department on: \_\_\_\_\_ Department: \_\_\_\_\_

Signature of Department Chairman: \_\_\_\_\_

*Department winner due to National Americanism Division Chairman by April 15, 2020*

**2019-2020 DEPARTMENT OFFICERS VISIT FORM**

Please return this form as soon as possible after a Department Officer has visited your Unit, County, District, VAMC, or VA Home to:

Vicki Ozenbaugh, Historian  
515 Road 18  
Ohiowa NE 68416  
(or email to ALAOzenbaugh@gmail.com)

UNIT # \_\_\_\_\_ UNIT NAME \_\_\_\_\_

COUNTY \_\_\_\_\_ DISTRICT # \_\_\_\_\_

VA FACILITY NAME \_\_\_\_\_

NAME/TITLE OF PERSON REPORTING \_\_\_\_\_

DATE OF VISIT \_\_\_\_\_ TITLE OF OFFICER \_\_\_\_\_

NAME OF OFFICER \_\_\_\_\_

Briefly, what events did the officers attend while visiting your Unit, County, District, or VA Facility?

Were Junior members involved or attended the event? YES \_\_\_ NO \_\_\_  
How many? \_\_\_\_\_

Were gifts presented to the officer in attendance? YES \_\_\_ NO \_\_\_

Please provide any other details for the Nebraska Department History for 2019-2020 on the back. You may also send in a picture or two with this entry, and please make a copy to keep your History. Complete and share any time a Department Officer visits your events.

**CELEBRATING AND SHARING A CENTURY OF SERVICE**

Monthly Reporting Form (complete for each event held during month)

Reporting Month \_\_\_\_\_

EVENT \_\_\_\_\_

DATE \_\_\_\_\_ TIME \_\_\_\_\_

Number Auxiliary Members participated \_\_\_\_\_

Number of Junior Members participated \_\_\_\_\_

Number other Legion Members participated \_\_\_\_\_ LEGION \_\_\_\_\_  
SAL \_\_\_\_\_  
RIDERS \_\_\_\_\_

TOTAL EXPENSES \_\_\_\_\_

FUNDRAISING EVENT YES \_\_\_ NO \_\_\_ How much raised \_\_\_\_\_

TOTAL HOURS spent by members \_\_\_\_\_

DOLLARS DONATED by members (in cash, time or items) \_\_\_\_\_

ADDITIONAL INFORMATION:

At the end of your administrative year (2019-2020) you will have all the information you need from your monthly reports to write your narrative.

**2019-2020 HISTORY MID-YEAR REPORT**  
(events from officers' installation to November, 2019)

Number of Department Officer Visit forms submitted \_\_\_\_\_

Number of Members Remember completed \_\_\_\_\_

Number of Junior Members involved in events \_\_\_\_\_

2018-2019 History Book preparation begun      YES \_\_\_\_      NO \_\_\_\_

Special event(s) held for Centennial Year \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Unit Historian \_\_\_\_\_

Unit Name and Unit Number \_\_\_\_\_

Unit Town \_\_\_\_\_

Complete and submit by December 15, 2019

Vicki Ozenbaugh, Dept. Historian

515 Road 18

Ohiowa NE 68416

OR

ala.ozenbaugh@gmail.com

**2019-2020 HISTORY YEAR-END REPORT**  
(events from December 2019 to April 2020)

Number of Department Officer Visit forms submitted \_\_\_\_\_

Number of Members Remember completed \_\_\_\_\_

Number of Junior Members involved in events \_\_\_\_\_

2018-2019 History Book submitted YES \_\_\_\_ NO \_\_\_\_

2019-2020 Centennial Year Narrative submitted YES \_\_\_\_ NO \_\_\_\_

Special event(s) held for Centennial Year \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Unit Historian \_\_\_\_\_

Unit Name and Unit Number \_\_\_\_\_

Unit Town \_\_\_\_\_

Complete and submit by April 20, 2020

Vicki Ozenbaugh, Dept. Historian

515 Road 18

Ohiowa NE 68416

OR

ala.ozenbaugh@gmail.com

## Poppy Corsage Judging Criteria

### I. Junior Information (2 total points)

Points awarded: \_\_\_\_\_

1. A tag with the following information should be firmly attached to the corsage.

- a. Name of Junior Group and Unit Number
- b. Name of Town
- c. Name of Junior who made the Poppy Corsage
- d. Age of Junior who made the Poppy Corsage

### II. Construction and Creativity (8 total points)

Points awarded: \_\_\_\_\_

1. The Poppy Corsage should be made by a Junior ONLY.
2. An odd number (3, 5, 7, etc.) of poppies should be used.
3. Poppies must be the major part of the corsage.
4. White tags should be removed from the poppies.
5. The corsage should be neat in appearance and well-constructed.
6. The corsage is an appropriate size.
7. The corsage is unique and shows creativity.

### Judges' Use Only:

Participant \_\_\_\_\_

Group \_\_\_\_\_

Tiny Tots	Ages 1-5
Group I	Ages 6-8
Group II	Ages 9-12
Group III	Ages 13-15
Group IV	Ages 16-18

Judge's Name \_\_\_\_\_

Date \_\_\_\_\_

Total Points Awarded \_\_\_\_\_/25 total points

Ranking \_\_\_\_\_

Remarks:

## Poppy Centerpiece Judging Criteria

### I. Unit Information (2 total points)

Points awarded: \_\_\_\_\_

1. A label or tag with the following information should be firmly attached to the bottom of the centerpiece.
  - a. Name of Junior Group and Unit Number
  - b. Name of Town
  - c. Name of Junior who made the Poppy Centerpiece
  - d. If the centerpiece was a group project, list "group project" in place of an individual's name.
  - d. Age of the Junior who made the centerpiece (omit for group project)

### II. Theme and Construction (8 total points)

Points awarded: \_\_\_\_\_

1. The theme of the centerpiece should clearly convey the Honorary Department Junior President's theme for 2019-2020 "Art for the Heart...Consoling our Veterans"
2. Poppies should be prominently used as the premise for the centerpiece, using a sufficient number of poppies to make a nice arrangement.
3. Large or small poppies or a combination of both may be used.
4. White labels should be removed from the poppies.
5. No flags should be used in the centerpiece.
6. The centerpiece should be designed to be viewed from all sides.
7. The centerpiece should have a maximum height and width 12 inches to allow for viewing and table space.
8. The centerpiece should be neat in appearance and well-constructed.

### Judges' Use Only:

Participant \_\_\_\_\_

Judge's Name \_\_\_\_\_

Total Points Awarded \_\_\_\_\_/10 total points

Remarks:

Date \_\_\_\_\_

Ranking \_\_\_\_\_

## Craft Display Judging Criteria

I. Unit Information (3 total points) Points awarded: \_\_\_\_\_

1. The following information should be placed directly on the display:

- a. Name of Junior Group and Unit Number
- b. Name of Town
- c. Number of Junior Members

2. Items must be made by Juniors ONLY

II. Materials and Content (12 total points) Points awarded: \_\_\_\_\_

1. The items should be adhered to poster board or another sturdy background.

2. The items displayed must have been made during the current year, running from the conclusion of last year's Department Junior Meeting to the present time.

3. The display must include five items.

- a. One tray favor
- b. One handmade greeting card
- c. One holiday item
- d. Two items of the group's choice

4. With each item on display, include the following information:

- a. Where the item was made
- b. When the item was made
- c. The occasion for which it was made
- d. The name of the facility or group receiving the item

III. Presentation (10 total points) Points awarded: \_\_\_\_\_

1. The overall display is neatly assembled in an attractive manner.

2. The written information may be typed or handwritten but must be neat and very easy to read.

3. The items displayed show creativity and are unique.

### Judges' Use Only:

Participant \_\_\_\_\_

Judge's Name \_\_\_\_\_

Date \_\_\_\_\_

Total Points Awarded \_\_\_\_\_/25 total points

Ranking \_\_\_\_\_

Remarks:



## Junior History Book Judging Criteria

### I. Introduction (15 total points)

Points awarded: \_\_\_\_\_

1. Title Page "History of" ... (6 points)
  - a. Name of Junior Group and Unit Number
  - b. Name of Town
  - c. District Number
  - d. Name of Junior Historian or Junior preparing the History Book
  - e. Current Year (2019-2020)
  - f. Above information is double spaced and centered on the page.
2. Forward or Dedication Page (3 points)
  - a. A forward is a short paragraph used as an introduction to the history book. A dedication is a short paragraph used to honor a person or group of people who are special to your Junior Group. Page should be titled either Forward or Dedication.
  - b. Paragraph is single spaced and centered both horizontally and vertically on the page.
3. Picture of Unit Honorary Junior President (2 points)
  - a. The name of the Honorary President is centered below the picture.
  - b. Because some groups may not have honorary officers, a picture of the Junior Group or the Junior preparing the History book may be substituted for the point value. The picture must be captioned.
  - c. The picture may be color or black and white but must be centered both horizontally and vertically.
  - d. The photograph is electronically inserted into the document and not pasted on the printed page.
4. Prayer Page (1 point)
  - a. Prayer is single spaced and centered both horizontally and vertically on the page.
  - b. Prayer page may contain a prayer title if applicable.
5. Pledge of Allegiance to the Flag of the United States of America (1 point)
  - a. Pledge is single spaced and centered both horizontally and vertically on the page.
  - b. Pledge page contains the title as shown in (5.)
6. The Star Spangled Banner (1 point)
  - a. Only the first verse is printed.
  - b. The verse is single spaced and centered both horizontally and vertically on the page.
  - c. Song page contains the title as shown in (6.)
7. Preamble to the Constitution of the American Legion Auxiliary (1 point)
  - a. Preamble is single spaced and centered both horizontally and vertically on the page.
  - b. Preamble page contains the title as shown in (7.)

### II. Historical Content (75 total points)

Points awarded: \_\_\_\_\_

1. Unit Honorary Junior Officers and Chairmen
  - a. The officer information should be ordered as below (c-e), double spaced, and centered both horizontally and vertically on the page.
  - b. Officers listed are those who have served during the period covered by this History Book.
  - c. Elected Unit Honorary Juniors Officers
  - d. Appointed Unit Honorary Junior Officers
  - e. Unit Junior Chairmen
2. National, Department, and District Honorary Junior Officers
  - a. The officer information should be ordered as below (d-l), double spaced, and centered both horizontally and vertically on the page.
  - b. For the purpose of this report, the offices listed should be those held by members of your local unit. If no members from your local unit hold any of these offices, this page will be omitted.
  - c. Officers listed are those who have served during the period covered by this History Book, not newly elected officers.
  - d. Elected Nat'l Honorary Jr. Officers
  - e. Appointed Nat'l Honorary Jr. Officers
  - f. Appointed Nat'l Jr. Committee Members
  - g. Elected Dept. Honorary Jr. Officers
  - h. Appointed Dept. Honorary Jr. Officers
  - i. Appointed Dept. Jr. Committee Members
  - j. Elected Dist. Honorary Jr. Officers
  - k. Appointed Dist. Honorary Jr. Officers
  - l. Appointed Dist. Jr. Committee Members

3. Awards Received

- a. List all awards, citations, and honors received by members of your Junior Group. Include all awards received at last year's Dept. Junior Meeting through the time when this History Book is due.
- b. Information on this page may be single or double spaced and either left justified or in columns.

4. Junior Group Activities

- a. This should be a chronological account of activities and programs members of the Junior Group participated in, written as a story in paragraph form, using detailed language which makes this story fun and interesting to read. It should be original and unique in thought and presentation.
- c. The narrative should be written in third person using the name of the person/people when possible. (Examples of third person pronouns are he, she, it, his, her, them, their, themselves)
- d. In addition to the picture of the Unit Honorary Junior President, the narrative may include up to five photo images placed throughout the history. However, no newspaper articles, computer graphics, drawings or illustrations, or other embellishments are allowed. Photographs included should be electronically inserted into the document and not pasted on the printed page.
- e. The Honorary Junior Historian or the person writing the History Book must sign her name and list her age after the final paragraph of the history.

III. Appearance (10 total points)

Points awarded: \_\_\_\_\_

1. Cover (1 point)

- a. For printed submissions, the report will be three-hole punched and must be submitted in a soft or hard cover blue or black notebook. A 2½" American Legion Auxiliary seal must be centered on the cover. A regulation American Legion Auxiliary notebook with an emblem pre-printed on the cover may also be used and are available through emblem sales.
- b. For electronic submissions, the first page of the report should include a regulation American Legion Auxiliary Emblem electronically inserted, centered, and sized to 2½". Emblem downloads can be obtained from [www.legion.org/emblem/download](http://www.legion.org/emblem/download)

2. Paper (1 point)

- a. For printed submissions, only 8½" x 11" plain white paper will be accepted.
- b. For electronic submissions, use only a letter size document.

3. Font (1 point)

- a. 12 point font in either Times New Roman or Calibri style fonts may be used.

4. Margins and Spacing (2 points)

- a. The left margin should be 1.5" to allot for the three-hole punch. The right margin should be 1"
- b. The top and bottom margins of the "Junior Group Activities" narrative portion of the History Book should be 1". All other pages should be centered vertically on the page as stated in the guidelines.
- c. For spacing, follow the directions given for each section.

5. Pagination (1 point)

- a. Page numbers should begin on the first page of the "Historical Content" portion.
- b. Page numbers should be centered and placed 0.5" from the bottom of the page.

6. Neatness (4 points)

- a. Printed submissions should be clean without wrinkles or tears.
- b. Correct spelling, grammar, and punctuation should be used throughout.

Judges' Use Only:

Participant \_\_\_\_\_

Judge's Name \_\_\_\_\_

Date \_\_\_\_\_

Total Points Awarded \_\_\_\_\_/100 total points

Ranking \_\_\_\_\_

Remarks:

## Junior Prayer Book Judging Criteria

### I. Information Pages (10 total points)

Points awarded: \_\_\_\_\_

#### 1. Title Page (5 points)

- a. Information is double spaced and centered on the page.
- b. Name of Junior Group and Unit Number
- c. Name of Town
- d. Name of Junior Chaplain or Junior preparing the Prayer Book
- e. Current Year (2019-2020)

#### 2. Summary Page (5 points)

- a. As the last page of the Prayer Book, information on this page should be double spaced and centered on the page.
- b. Name of Junior Group and Unit Number
- c. Number of Junior Members providing entries for the Prayer Book
- d. Percent of Junior Participation
- e. The Honorary Junior Chaplain or the person preparing the Prayer Book must sign her name and list her age at the end of this page.

### II. Organization (20 total points)

1. The Prayer Book should be divided into two sections, "Prayers" and "Devotional Thoughts" using a special page or divider to identify each section. Decorations or artwork on printed submissions is optional. Electronic submissions may include decorative borders.
2. Prayers and Devotional Thoughts are double spaced and in the center of the page. They may be written in paragraph form or centered. If the entry is titled, the title is centered regardless of the form of the entry.
3. The types of prayers are identified; Opening Prayer, Meal Blessing, or Closing Prayer, and headings are centered at the top of the page.
4. The author or source is identified if known; if unknown, the source is listed as "author unknown." The author's name should be indented and on the line immediately following the entry.
5. Junior member participation will be noted by including a "submitted by" line for each Prayer or Devotional Thought. This should be located at the bottom of each page.

### III. Content (10 total points)

Points awarded: \_\_\_\_\_

#### 1. Prayers

- a. The Prayer Book must contain at least six prayers. They may be written by a Junior member or chosen from another source.
- b. At least two of the prayers should be Opening Prayers that would be used to start a meeting.
- c. At least two of the prayers should be Meal Blessings.
- d. At least two of the prayers should be Closing Prayers that would be used to close meetings or events.

2. Devotional Thoughts

- a. The Prayer Book must contain at least four Devotional Thoughts.
- b. They may be written by a Junior member or chosen from another source such as Bible verses or inspirational writings.

IV. Appearance (10 total points)

Points awarded: \_\_\_\_\_

1. Cover (1 point)

- a. For printed submissions, a soft or hard cover notebook is used and includes clear page protectors. The cover may be decorative or be decorated with original artwork. It must be labeled "Prayer Book".
- b. For electronic submissions, the first page should be labeled "Prayer Book" and be centered both horizontally and vertically. Borders may be used.

2. Paper (1 point)

- a. For printed submissions, 8½" x 11" white or colored paper will be accepted. All sheets must be in clear page protectors.
- b. For electronic submissions, use only a letter size document.

3. Font (1 point)

- a. Any font may be used as long as it is very easy to read.
- b. Fonts should remain consistent for each page.
- c. The Prayer Book should be typewritten using black ink.

4. Margins and Spacing (2 points)

- a. Left and right margins should be 1"
- b. Top and bottom margins should be even.
- c. For spacing, follow the directions given for each section.

5. Neatness (5 points)

- a. Printed submissions should be clean without wrinkles or tears.
- b. Artwork or page decorations, if used, should be appropriate and used in a manner that does not distract from the content of the Prayer Book.
- c. Correct spelling, grammar, and punctuation should be used throughout the Prayer Book.

Judges' Use Only:

Participant \_\_\_\_\_

Judge's Name \_\_\_\_\_

Date \_\_\_\_\_

Total Points Awarded \_\_\_\_\_/50 total points

Ranking \_\_\_\_\_

Remarks:

## Junior Publicity Scrapbook Judging Criteria

### I. Introduction (5 total points)

Points awarded: \_\_\_\_\_

#### 1. Title Page "Publicity Scrapbook of" ... (3 points)

- a. Name of Junior Group and Unit Number
- b. Name of Town
- c. Number of Junior Members
- d. Name of Junior Public Relations Chairman or Junior preparing the scrapbook
- e. Current Year (2019-2020)
- f. Signature of the Junior preparing the scrapbook
- g. Above information is double spaced and centered on the page.

#### 2. List of the Junior Group's Honorary Officers (2 points)

- a. A picture of the officers may be included and the list of officers used as a caption for the picture.
- b. Because some groups may not have honorary officers, a picture of the Junior Group or the Junior preparing the History book may be substituted for the point value. The picture must be captioned appropriately for the substitution.

### II. Content (5 total points)

Points awarded: \_\_\_\_\_

#### 1. The scrapbook should tell a story of the Junior Group's activities. Therefore, it should be in chronological order, beginning with the installation of officers at the Department Junior Meeting and concluding at the point when this scrapbook is due.

#### 2. Any of the following submissions may be used in the Publicity Scrapbook:

- a. Newspaper articles about the Junior Group's activities
- b. Stories about the Junior Group's activities written by a member of the group
- c. Pictures showing Juniors and their activities
- d. Souvenirs and other mementos

#### 3. Each item clipped from a newspaper must have the name of the newspaper and the date of publication placed at the top of the article.

Ex) The Daily News, Friday 9/27/2019

### III. Appearance (15 total points)

Points awarded: \_\_\_\_\_

#### 1. Materials (2 points)

- a. A hard cover scrapbook should be used. It may be decorative or display the American Legion Auxiliary Emblem.
- b. Scrapbooks may be of any size larger than 6"x6"
- c. Scrapbooks may be post-bound or 3-ring style
- d. Scrapbook pages may be slipped into page protectors or bound directly into the scrapbook cover.

2. Layout (9 points)

Points awarded: \_\_\_\_\_

- a. A common theme or event should connect the items on each page.
- b. The page designs are arranged so that a focal point stands out.
- c. The items on the pages are arranged attractively. Margins do not have required measurements, but placement should be pleasing to the eye. Pages are not overcrowded.
- d. Every page includes a title to go with the event or activity showcased. However, the title does not have to be at the top of the page.
- e. Every page should have some sort of journaling. This may be simply in the form of a picture caption, or it may be a paragraph that tells about the activity or event. Journaling may be handwritten or typed but must be neat and easy to read.
- f. Patterned papers and embellishments should complement the overall look of the page.

3. Neatness (4 points)

Points awarded: \_\_\_\_\_

- a. Photos should be of good quality, not blurry or too dark.
- b. Edges of photos, papers, and embellishments should be neatly trimmed.
- c. Adhesives used to apply scrapbook items should not be visible.
- d. Correct spelling, grammar, and punctuation should be used throughout the Publicity Scrapbook.

Judges' Use Only:

Participant \_\_\_\_\_

Judge's Name \_\_\_\_\_

Date \_\_\_\_\_

Total Points Awarded \_\_\_\_\_/25 total points

Ranking \_\_\_\_\_

Remarks:



*Past Presidents Parley Committee Award Entry Form*

**UNIT MEMBER OF THE YEAR AWARD**

***A Unit Member of the Year from each department will be recognized annually at the American Legion Auxiliary National Convention.***

*Requirements:*

- 1. Open to senior members who are not in an elected or appointed leadership role higher than unit president.***
- 2. Each department may submit only one entry. Units must submit a narrative of 1,000 words or less describing the nominee's accomplishments and activities together with the nominee's name and address.***

<i>Nominating Department:</i>	
<b><i>Dept PPP Chairman Information</i></b> <i>Name:</i> <i>Address:</i> <i>Email:</i> <i>Telephone Number:</i>	
<b><i>Nominee Information</i></b> <i>Name:</i> <i>Address:</i> <i>Email:</i> <i>Phone:</i>	
<i>Nominee's Unit Name and Number:</i>	

***Form must be completed and submitted to National Vice Chairman Carlene Ashworth by June 1, 2019.***

***National Committee Vice Chairman  
Carlene Ashworth  
2619 Norman Street  
Pasadena, TX 77506  
Carlene@flash.net***



*Past Presidents Parley Committee*

## **SALUTE TO SERVICEWOMEN AWARD NOMINATION FORM**

Established in 2003, this award has evolved from honoring women veterans to honoring women who are currently serving our country in the U.S. Army, Navy, Marine Corps, Air Force, and Coast Guard – including the National Guard and Reserve components of each branch.

One servicewoman from each branch of service will be recognized at the American Legion Auxiliary National Convention. Recipients attend the National Convention as guests of the Auxiliary.

### **Nomination Criteria:**

- A woman currently serving in the U.S. Armed Forces (includes National Guard/Reserve).
- A written narrative or YouTube video that demonstrates exemplary service both in and out of uniform, making her the face of women in the military.
- Servicewoman must be willing to be a guest of the Auxiliary and speak to the general assembly of the American Legion Auxiliary National Convention.
- All nomination forms must be submitted by June 1, 2020.

### **Next Steps:**

- The nominating person or the servicewoman writes a narrative (750 words or less) or creates a YouTube video (3 minutes or less) that shows the nominated servicewoman demonstrating exemplary service both in and out of uniform, making her the face of women in the military.
- The following form must be completed and submitted by June 1, 2020, to National Chairman *Carlene*. Written narratives should be attached. YouTube video links should be pasted in the box provided on the following form.

### **YouTube Video Checklist**

If you choose to submit a video, please be sure to check that your video:

- does not contain any copyrighted music, video, images or text (not legally owned)
- is not set to "private;" your video must be public.
- is under 2GB in size
- is in .AVI, .MOV, .WMV, or .MPG file formats
- is 3 minutes or less in length



Servicewoman's Name:	
Servicewoman's Email:	
Servicewoman's Phone Number:	
Servicewoman's Branch of Service:	
Servicewoman's Rank:	
Servicewoman's Date of Enlistment:	
Servicewoman's Awards and Decorations, <i>if any</i> :	
Name of Person Making this Nomination, <i>if not the nominee</i> :	
Email of Person Making this Nomination, <i>if not the nominee</i> :	
Phone Number of Person Making this Nomination, <i>if not the nominee</i> :	
Is the servicewoman able to attend National Convention?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the servicewoman comfortable with public speaking?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Written Narrative: 1) please attach separate document to this form. 2) or type narrative directly into the box to the right.	
YouTube Video: copy and paste your video link in the box to the right.	

Return completed nomination form to Past Presidents Parley National Chairman Carlene Ashworth or email to [carlene@flash.net](mailto:carlene@flash.net).



2020

# R/R 5 - Recruit & Rejoin 5

For members who recruit or rejoin five (5) or more junior or senior Auxiliary members into the 2020 membership year. Rejoined members must not have paid dues since 2017. One entry per recruiter per deadline.

Certified forms must be received at National Headquarters **no later than:**

Check one: \_\_\_\_\_ Feb. 17<sup>th</sup>, 2020      \_\_\_\_\_ June 14<sup>th</sup>, 2020

## CERTIFICATION FORM

*Please type or print legibly*

Recruiter's Name: \_\_\_\_\_ Member ID#: \_\_\_\_\_

Recruiter's Dept: \_\_\_\_\_ Unit #: \_\_\_\_\_ Email: \_\_\_\_\_

Recruiter's Address: \_\_\_\_\_

Name of New and/or Rejoined members

Member ID

- |          |       |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |

**Certified by Department Secretary:**

DATE \_\_\_\_\_

Dept. Secretary printed name: \_\_\_\_\_ Dept: \_\_\_\_\_

Dept Secretary Signature (required): \_\_\_\_\_

**\*I certify that all 5 members are new in 2020 - or last paid in 2017 or prior and rejoined into the 2020 year. I've provided or verified member ID's & that the form is filled out legibly & completely. DO NOT SEND INCOMPLETE FORMS or more than 1 form per recruiter.**

### Departments

Please either scan & email to:  
[membership@ALAforVeterans.org](mailto:membership@ALAforVeterans.org)  
(Subject line: R/R 5)

Or

Fax: 317-569-4502 (Attn: Membership)

Due to the unpredictability of mail, use the above methods of transmittal instead.

**\*Must be received at NHQ by midnight  
2/17/19 or 6/14/20**

**Form must be received at National Headquarters by Feb. 17 and/or June 14, 2020 to be eligible! Please have this form to your Dept HQ office no less than one week prior to the deadlines!**

Each recruiter will receive a special gift selected by the 2020 National Membership Chairman

**One award per award period per recruiter. Do not send multiple forms.**

See back for additional clarifications.

## R/R 5 Award Details & Clarifications:

- Please fill out ALL of the lines on the form completely & ACCURATELY (spelling & legibility of names is vital).
- **Due to the volume of forms we get right before the deadlines, incomplete forms (WITH LESS THAN 5 NAMES) and those with misspelled/illegible names that cannot be verified in ALAMIS may not be processed and time constraints will likely prevent department or national staff from informing about the need for or requesting corrected information.**
- **REJOINS must not have paid since 2017 to count.** A “rejoin” is someone who joins again after they’ve let their membership lapse more than 2 years. To rejoin, a unit should again verify the former member’s eligibility status (OR have her pay all of her back dues in lieu of doing so). Rejoins should not be entered as new members (even if changing units) - they keep their former member ID #.  
-Someone *renewing* their overdue 2018 or 2019 dues does NOT qualify as a “rejoin”...but we do hope everyone checks in on these members and encourages them to renew their past due membership!
- **NOTE THAT THE DEPARTMENT SECRETARIES MUST VERIFY & SIGN ALL OF THE FORMS. Allow ample time to get them to the Dept Secretary before each deadline. NEITHER NATIONAL NOR DEPT’S WILL ACCEPT FORMS AFTER THE DEADLINE.**
- **Dept Secretaries: Please do NOT mail forms after you’ve already scanned or faxed them. We just need them once!**
- It is extremely helpful to the staff at National HQ if these forms are transmitted *as frequently as possible (i.e. as a member gets their 5<sup>th</sup> recruit/rejoin or as soon as the department receives the form).* National literally get hundreds at once near the deadlines.
- Please note....once a member (recruiter) has sent in their first “Recruit/Rejoin 5” form (*or been awarded the 2020 10 x 10 Award which automatically qualified them for the first R/R 5 award period – they do NOT have to submit this form in addition to the 10x10 form*), but goes on to recruit/rejoin others, they can start keeping track of & submit those additional people on one additional R/R 5 Award form for the June 14<sup>th</sup> deadline. Only one of each gift per award period per person.
- Multiple forms (from several members) can all be mailed in one envelope saving postage costs. Or, better yet, most departments happily accept scanned/emailed forms...or faxes if they have fax.
- *The “Recruit/Rejoin 5” gifts may be mailed periodically as received or shortly after the end of each award period.*
- Some sort of award will be offered each year....the annually updated forms are housed in the “Member’s Only” area of the ALA website on the “Membership Committee” page or you can request them from your department. Each year is a clean slate so members can earn them every year!
- **The “Recruit or Rejoin 1” and “Recruit 10” awards from previous years are discontinued/invalid.**
- *Note that TAL /SAL members can earn this award for recruiting/rejoining ALA members, too. Share this with your Legion family.*



2020

# 10 X 10 Award

Members who recruit 10 new junior or senior Auxiliary members by Nov. 10<sup>th</sup>, 2019 will earn \$100!  
Ten by the 10<sup>th</sup>!

One entry/check per recruiter.

**Certified forms must be received at National Headquarters by November 15th, 2019.**  
**Please have this form to your Dept HQ office no less than one week prior to the deadlines!**

**New members must be entered into ALAMIS by November 10, 2019 – the ALA’s 100<sup>th</sup> birthday!**

## ENTRY/CERTIFICATION FORM

*Please type or print legibly and fill out the form completely. Incomplete forms may not be processed.*

Recruiter’s Name: \_\_\_\_\_ Member ID#: \_\_\_\_\_  
Recruiter’s Dept: \_\_\_\_\_ Unit #: \_\_\_\_\_ Email: \_\_\_\_\_  
Recruiter’s Address: \_\_\_\_\_

Name of <u>New</u> members	Member <u>ID</u>	Name of <u>New</u> members	Member <u>ID</u>
1. _____	6. _____	_____	_____
2. _____	7. _____	_____	_____
3. _____	8. _____	_____	_____
4. _____	9. _____	_____	_____
5. _____	10. _____	_____	_____

**Certified by Department Secretary:** \_\_\_\_\_ DATE \_\_\_\_\_

Dept. Secretary printed name: \_\_\_\_\_ Dept: \_\_\_\_\_

Dept Secretary Signature (required): \_\_\_\_\_

**\*I certify that all 10 members are new and joined into the 2020 year. I’ve provided or verified member ID’s & that the form is filled out legibly & completely. DO NOT SEND INCOMPLETE FORMS or more than 1 form per recruiter.**

**Departments**

Please either scan & email to:  
[membership@ALAforVeterans.org](mailto:membership@ALAforVeterans.org)  
(Subject line: 10x10)

Or

Fax: 317-569-4502 (Attn: Membership)

Due to the unpredictability of mail, use the above methods of transmittal instead.

**\*Must be received at NHQ by midnight 11/15/19**

**All verified entry forms will be entered into a drawing for \$1000 specifically to attend the 2020 ALA National Convention.... plus two States Dinner tickets!**

**\*\*If winner of the drawing does not attend Nat’l Convention, reimbursement will be required. There will not be a second drawing/alternate winner.**

*See back for additional clarifications.*

## 10 x 10 Award Details & Clarifications:

### **10 x 10 = 100 Years of ALA history to celebrate on ALA's 100<sup>th</sup>!!**

- Please fill out ALL of the lines on the form completely & ACCURATELY (spelling & legibility of names is vital).
- Please do not submit this form with less than 10 new members. Only one of each gift per award period per person.
- **Due to the volume of forms we get right before the deadlines, incomplete forms (WITH LESS THAN 10 NAMES) and those with misspelled/illegible names that cannot be verified in ALAMIS may not be processed and time constraints will likely prevent department or national staff from informing about the need for or requesting corrected information.**
- **DEPARTMENT SECRETARIES MUST VERIFY & SIGN ALL OF THE FORMS. Allow ample time to get them to the Dept Secretary before each deadline. NEITHER NATIONAL NOR DEPT'S WILL ACCEPT FORMS AFTER THE DEADLINE. Dept Secretaries: Please do NOT snail mail forms after you've already scanned or faxed them to National. We just need them once!**
- It is extremely helpful to the staff at National HQ if these forms are transmitted *as frequently as possible (i.e. as a member gets their 10<sup>th</sup> recruit or as soon as the department receives the form)*. Please do not hold them to submit all at one time near the deadline. National literally get hundreds at once and it would be greatly appreciated if we could process them earlier.
- All members (recruiters) who submit *the 10 x 10 Award entry form* are automatically qualify to receive the first R/R 5 award. **There is no additional action or form required for them to get that.** If a member goes on to recruit/rejoin more members beyond the 10 on this award, they can start keeping track of & submit those additional people on one additional R/R 5 Award form for the June 14<sup>th</sup> deadline.
- Multiple forms (from several members) can all be mailed to the Dept in one envelope saving postage costs. Or, better yet, most departments happily accept scanned/emailed forms...or faxes if they have it.
- Some sort of award will be offered each year....the annually updated forms are housed in the "Member's Only" area of the ALA website on the "Membership Committee" page or you can request them from your department. Each year is a clean slate so members can earn them every year!
- The "Recruit or Rejoin 1" and "Recruit 10" awards from previous years have been discontinued and are invalid.
- TAL /SAL members can earn this award for recruiting/rejoining ALA members, too. Share this with your Legion family.

**PRIZE DISTRIBUTION:** *The \$100 checks will be mailed as soon as possible after the award deadline. The 2020 National Membership Chairman, Pam Ray, will notify the department HQ & leaders of members in those departments that won the \$100 awards.*

**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA**  
**P O BOX 5227, LINCOLN NE 68505-0227**  
**PHONE 402 466 1808 EMAIL: neaux@windstream.net**  
**www.nebraskalegionaux.net**

**UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS**

**AVERYL ELAINE KERIAKEDES MEMORIAL SCHOLARSHIP UNIT VERIFICATION**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS**

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants **MUST NOT** send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE Averyl Elaine Keriakedes Memorial Scholarship Application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15<sup>TH</sup>**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

\_\_\_\_\_ (Applicant's name – print clearly)

**CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN**

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contents requested in No. 5 & 6 are included in the applicant's packet
- ✓ Each Unit may submit ONLY ONE of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: **AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227**
- ✓ All applications to be post-marked no later than **MARCH 15**
- ✓ Any applications post-marked **AFTER MARCH 15** will not be considered

**UNIT #:** \_\_\_\_\_ **UNIT LOCATION: (town)** \_\_\_\_\_

**This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 5 & 6.**

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Daytime Phone #

Include this completed form in the application packet before mailing to Department.

**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA**

**Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.**

**AVERYL ELAINE KERIAKEDES MEMORIAL SCHOLARSHIP**

The Averyl Elaine Keriakedes Memorial Scholarship will be awarded, preferably, to a female enrolled at the University of Nebraska – Lincoln who plans to teach middle school or junior high school social studies.

If selected the scholarship must be used within the year selected. Funding not released by January 1<sup>st</sup> will not be awarded.

Please fill out application (online, by typewriter, or using legible printed handwriting if necessary) and return with all data under No. 5 & 6 in one packet to a local American Legion Auxiliary Unit President by **March 1<sup>st</sup>**. (Local American Legion Auxiliary Unit contact given below.)

**This section to be completed by the local American Legion Auxiliary Unit for the Applicant.**

Unit # \_\_\_\_\_ Unit Location \_\_\_\_\_ Phone Contact: \_\_\_\_\_

(List name, mailing address for Unit contact.)

**This is a \$200 Scholarship. Mail your application packet to the Unit by March 1<sup>st</sup>.**

1. Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

(City/State/Zip Code)

2. In what school are you or were you last enrolled? \_\_\_\_\_

Grade Level: \_\_\_\_\_

Is this a Public School \_\_\_\_\_ or Home School \_\_\_\_\_ or Other (explain) \_\_\_\_\_

GPA: \_\_\_\_\_

If not in school, state your occupation: \_\_\_\_\_

3. VETERAN CONNECTION:

Name of Veteran: \_\_\_\_\_ Branch of Service: \_\_\_\_\_

Dates of Service: \_\_\_\_\_ (Data found on form DD214 Discharge Papers)

How are you related to the named Veteran: \_\_\_\_\_

4. Institute of higher education you plan to attend: \_\_\_\_\_

**5. Narrative** (300 words or less) from Applicant stating chosen major and why you chose this field of study. (Please attach a separate page for this portion.)

6. The following items **MUST** be included with your application in complete form.

- **Two (2) letters of recommendation** from:

- (a) One (1) letter from an employer; clergy; or business person in your community
- (b) One (1) letter from an administrator; guidance counselor; or teacher

- A high school resume' with a list of community involvement, church activities and school activities/honors/awards. Also include number of community service hours served and describe same; plus a contact person name and phone number.

- **Letter of Acceptance** (tentative or final) from chosen institute of higher education

- **Transcript** of high school (or college) grades **GPA:** \_\_\_\_\_

- **FAFSA** (Free Application for Federal Student Aid) attach copy with score earned

**ACT score** \_\_\_\_\_      **SAT score** \_\_\_\_\_      **Accuplacer Score** \_\_\_\_\_  
(As applicable)

\_\_\_\_\_ (**Signature of Applicant is a must**)

**For further information you may contact:**

American Legion Auxiliary Department Headquarters      Phone 402 466 1808  
Email: neaux@windstream.net      Website: www.nebraskalegionaux.net

**Applicant** – Please assemble your scholarship packet in the order given above. Thank you.



**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA**

**P O BOX 5227, LINCOLN NE 68505-0227**

**PHONE 402 466 1808      EMAIL: neaux@windstream.net**

**www.nebraskalegionaux.net**

**UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS**

**CAREER AND TECHNICAL EDUCATION SCHOLARSHIP UNIT VERIFICATION**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS**

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants **MUST NOT** send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE Career and Technical Education Scholarship Application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15<sup>TH</sup>**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

\_\_\_\_\_ (Applicant's name – print clearly)

**CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN**

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contents requested in No. 5 & 6 are included in the applicant's packet
- ✓ Each Unit may submit ONLY ONE of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227
- ✓ All applications to be post-marked no later than MARCH 15
- ✓ Any applications post-marked AFTER MARCH 15 will not be considered

**UNIT #:** \_\_\_\_\_ **UNIT LOCATION: (town)** \_\_\_\_\_

**This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 5 & 6.**

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Daytime Phone #

Include this completed form in the application packet before mailing to Department.

AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA

**Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.**

**CAREER and TECHNICAL EDUCATION SCHOLARSHIP**

Career and Technical Education programs are offered through community colleges, trade schools and/or colleges/universities offering two (2) year programs for students who have the intention of going to the workforce after two years or less of higher education. These program areas are typically Associate of Applied Science (AAS) degree programs (2 years in length), Diplomas (1 year) or Certificates less than one (1) year. **This scholarship excludes applicants enrolled in a school of nursing.**

**Applicant must be a resident of Nebraska and must be a Veteran or Veteran connected;**

- **Mail completed application to a local American Legion Auxiliary Unit postmarked by March 1<sup>st</sup>.**
- If selected the scholarship must be used within the year selected. Funding not released by January 1<sup>st</sup> will not be awarded;
- Fill out application online – by typewriter – or using legible printed handwriting and return with all data under No. 5 and 6 in one packet to a Nebraska American Legion Auxiliary Unit President by **March 1<sup>st</sup>.** (Local American Legion Auxiliary Unit contact provided below.)

**This section to be completed by the local American Legion Auxiliary Unit for the applicant:**

Unit #: \_\_\_\_\_ Unit Town: \_\_\_\_\_ Phone Contact: \_\_\_\_\_

(List name & mailing address for Unit contact.)

**This is a \$400 Scholarship. Mail your application packet to the Unit by March 1<sup>st</sup>.**

1. Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

(City/State/Zip)

2. What school are you or were you last enrolled? \_\_\_\_\_

Is this a public school \_\_\_\_\_ or home school \_\_\_\_\_ or Other (explain) \_\_\_\_\_

If not in school, state your occupation: \_\_\_\_\_

3. VETERAN CONNECTION:

Name of Veteran: \_\_\_\_\_ Branch of Service: \_\_\_\_\_

Dates of Service: \_\_\_\_\_ (Data found on form DD214 Discharge paper)

How are you related to the named Veteran: \_\_\_\_\_

4. Institute of higher education you plan to attend: \_\_\_\_\_

5. **Narrative:** (300 words or less) from Applicant stating chosen field of study and why you chose it. (Please attach a separate page for this portion.)

6. The following items **MUST** be included with your application in complete form:

- **Two (2) letters of recommendation from:**
    - (a) One (1) letter from an employer; clergy; or business person in your community
    - (b) One (1) letter from an administrator; guidance counselor; or teacher
  - A high school resume' to include a list of community involvement, church activities, and school activities/honors/awards. Also include number of community service hours served and describe same; plus a contact person name and phone number.
  - **Letter of Acceptance** (tentative or final) from chosen institute of higher education
  - **Transcript** of high school (or college) grades     **GPA:** \_\_\_\_\_
  - **FAFSA** (Free Application for Federal Student Aid) attach copy with score earned
- ACT score** \_\_\_\_\_     **SAT score** \_\_\_\_\_     **Accuplacer Score** \_\_\_\_\_  
(As applicable)

\_\_\_\_\_ (Signature of Applicant)

<b>For further information you may contact:</b>		
<b>American Legion Auxiliary Department Headquarters</b>	<b>Phone: 402 466 1808</b>	
<b>Email: neaux@windstream.net</b>	<b>Website: www.nebraskalegionaux.net</b>	

**Applicant** – Please assemble your scholarship packet in the order given above. Thank you.

AMERICAN LEGION AUXILAIRY – DEPARTMENT OF NEBRASKA  
P O BOX 5227, LINCOLN NE 68505-0227  
PHONE 402 466 1808 EMAIL: neaux@windstream.net  
www.nebraskalegionaux.net

**UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS**

**NURSE'S SCHOLARSHIP UNIT VERIFICATION**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS**

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants **MUST NOT** send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE Nurse's Scholarship Application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15<sup>TH</sup>**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

\_\_\_\_\_ (Applicant's name – print clearly)

**CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN**

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contents requested in No. 5 & 6 are included in the applicant's packet
- ✓ Each Unit may submit ONLY ONE of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227
- ✓ All applications to be post-marked no later than MARCH 15
- ✓ Any applications post-marked AFTER MARCH 15 will not be considered

UNIT #: \_\_\_\_\_ UNIT LOCATION: (town) \_\_\_\_\_

**This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 5 & 6.**

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Daytime Phone #

Include this completed form in the application packet before mailing to Department.

**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA**

**Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.**

**NURSE'S SCHOLARSHIP**

**Applicant must be a resident of Nebraska and must be a Veteran or Veteran connected.**

If selected the scholarship must be used within the year selected. Funding not released by January 1<sup>st</sup> will not be awarded.

Please fill out application (online, by typewriter, or using legible printed handwriting if necessary) and return with all data under No. 5 & 6 in one packet to a Nebraska Unit President by **March 1<sup>st</sup>**. (Local American Legion Auxiliary Unit contact given below.)

**This section to be completed by the local American Legion Auxiliary Unit for the Applicant**

Unit # \_\_\_\_\_ Unit Location \_\_\_\_\_ Contact Phone: \_\_\_\_\_

\_\_\_\_\_  
(List name, mailing address for Unit member contact.)

**This is a \$400 Scholarship. Mail your application packet to the Unit by March 1<sup>st</sup>.**

1. Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
(City/State/Zip Code)

2. In what school are you or were you last enrolled? \_\_\_\_\_

\_\_\_\_\_  
Grade Level: \_\_\_\_\_

Is this a Public School \_\_\_\_\_ or Home School \_\_\_\_\_ or Other (explain) \_\_\_\_\_

\_\_\_\_\_  
GPA: \_\_\_\_\_

If not in school, state your occupation: \_\_\_\_\_

3. VETERAN CONNECTION:

Name of Veteran: \_\_\_\_\_ Branch of Service: \_\_\_\_\_

Dates of Service: \_\_\_\_\_ (Data found on form DD214 Discharge Papers)

How are you related to the named Veteran: \_\_\_\_\_

4. Institute of higher education you plan to attend: \_\_\_\_\_

Nurse's training will be taken at: \_\_\_\_\_ Hospital

5. **Narrative** (300 words or less) from Applicant stating chosen major and why you chose this field of study. (Please attach a separate page for this portion.)

6. The following items **MUST** be included with your application in complete form.

- **Two (2) letters of recommendation from:**

- (a) One (1) letter from an employer; clergy; or business person in your community

- (b) One (1) letter from an administrator; guidance counselor; or teacher

- A high school resume' with a list of community involvement, church activities and school activities/honors/awards. Also include number of community service hours served and describe same; plus a contact person name and phone contact.

- **Letter of Acceptance** (tentative or final) from chosen institute of higher education

- **Transcript** of high school (or college) grades **GPA:** \_\_\_\_\_

- **FAFSA** (Free Application for Federal Student Aid)

**ACT score** \_\_\_\_\_

**SAT score** \_\_\_\_\_

**Accuplacer score** \_\_\_\_\_

(As applicable)

\_\_\_\_\_ **(Signature of Applicant is a must)**

**For further information you may contact:**

American Legion Auxiliary Department Headquarters

Phone 402 466 1808

Email: [neaux@windstream.net](mailto:neaux@windstream.net)

Website: [www.nebraskalegionaux.net](http://www.nebraskalegionaux.net)

**Applicant** – Please assemble your scholarship packet in the order given above. Thank you.

**AMERICAN LEGION AUXILAIRY – DEPARTMENT OF NEBRASKA  
P O BOX 5227, LINCOLN NE 68505-0227  
PHONE 402 466 1808 EMAIL: neaux@windstream.net  
www.nebraskalegionaux.net**

**UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS**

**ROBERTA MARIE STRETCH UNIT VERIFICATION**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS**

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants **MUST NOT** send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE Roberta Marie Stretch Memorial Scholarship Application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15<sup>TH</sup>**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

\_\_\_\_\_ (Applicant's name – print clearly)

**CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN**

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contents requested in No. 6 & 7 are included in the applicant's packet
- ✓ Each Unit may submit ONLY ONE of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227
- ✓ All applications to be post-marked no later than MARCH 15
- ✓ Any applications post-marked AFTER MARCH 15 will not be considered

**UNIT #:** \_\_\_\_\_ **UNIT LOCATION: (town)** \_\_\_\_\_

**This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 6 & 7.**

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Daytime Phone #

Include this completed form in the application packet before mailing to Department.

**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA**

**Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.**

**ROBERTA MARIE STRETCH MEMORIAL SCHOLARSHIP**

The Roberta Marie Stretch Memorial Scholarship of \$400 will be awarded to a qualified applicant enrolled or accepted into an undergraduate or graduate (Masters only) program at a four year college or university. Applicant must be Veteran connected and a resident of Nebraska. Preference will be given to former Nebraska Girls State Citizens.

If selected the scholarship must be used within the year selected. Funding not released by January 1<sup>st</sup> will not be awarded.

Please fill out application (online, by typewriter, or using legible printed handwriting if necessary) and return with all data under No. 6 & 7 in one packet to a Nebraska Unit President by **March 1<sup>st</sup>**. (Local American Legion Auxiliary Unit contact given below.)

**This section to be completed by the Auxiliary Unit** for the Applicant

Unit # \_\_\_\_\_ Unit Location \_\_\_\_\_ Contact Phone: \_\_\_\_\_

\_\_\_\_\_  
(List name, mailing address for Unit member contact.)

**This is a \$400 Scholarship. Mail your application packet to the Unit by March 1<sup>st</sup>.**

1. Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
(City/State/Zip Code)

2. In what school are you or were you last enrolled? \_\_\_\_\_

\_\_\_\_\_  
Grade Level: \_\_\_\_\_

Is this a Public School \_\_\_\_\_ or Home School \_\_\_\_\_ or Other (explain) \_\_\_\_\_

\_\_\_\_\_  
GPA: \_\_\_\_\_

If not in school, state your occupation: \_\_\_\_\_



3. VETERAN CONNECTION:

Name of Veteran: \_\_\_\_\_ Branch of Service: \_\_\_\_\_

Dates of Service: \_\_\_\_\_ (Data found on form DD214 Discharge Papers)

How are you related to the named Veteran? \_\_\_\_\_

4. Are you a graduate of "Cornhusker Girls State? Yes \_\_\_\_\_ What year? \_\_\_\_\_ No \_\_\_\_\_

5. Institute of higher education you plan to attend: \_\_\_\_\_

6. **Narrative** (300 words or less) from Applicant stating chosen major and why you chose this field of study. (Please attach a separate page for this portion.)

7. The following items **MUST** be included with your application in complete form.

- **Two (2) letters of recommendation from:**

- (a) One (1) letter from an employer; clergy; or business person in your community

- (b) One (1) letter from an administrator; guidance counselor; or teacher

- A high school resume' with a list of community involvement, church activities and school activities/honors/awards. Also include number of community service hours served and describe same; plus a contact person name and phone number.

- **Letter of Acceptance** (tentative or final) from chosen institute of higher education

- **Transcript** of high school (or college) grades **GPA:** \_\_\_\_\_

- **FAFSA** (Free Application for Federal Student Aid) attach copy with score earned

**ACT score** \_\_\_\_\_ **SAT score** \_\_\_\_\_ **Accuplacer Score** \_\_\_\_\_

(As applicable)

\_\_\_\_\_ **(Signature of Applicant is a must)**

**For further information you may contact:**

American Legion Auxiliary Department Headquarters Phone 402 466 1808

Email: neaux@windstream.net Website: www.nebraskalegionaux.net

**Applicant** – Please assemble your scholarship packet in the order given above. Thank you.

AMERICAN LEGION AUXILAIRY – DEPARTMENT OF NEBRASKA  
P O BOX 5227, LINCOLN NE 68505-0227  
PHONE 402 466 1808 EMAIL: neaux@windstream.net  
www.nebraskalegionaux.net

**UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS**

**RUBY LORRAINE PAUL SCHOLARSHIP UNIT VERIFICATION**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS**

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants **MUST NOT** send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE Ruby Lorraine Paul Scholarship Application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15<sup>TH</sup>**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

\_\_\_\_\_ (Applicant's name – print clearly)

**CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN**

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contents requested in No. 6 & 7 are included in the applicant's packet
- ✓ Each Unit may submit **ONLY ONE** of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227
- ✓ All applications to be post-marked no later than MARCH 15
- ✓ Any applications post-marked AFTER MARCH 15 will not be considered

UNIT #: \_\_\_\_\_ UNIT LOCATION: (town) \_\_\_\_\_

**This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 6 & 7.**

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Daytime Phone #

Include this completed form in the application packet before mailing to Department.  
**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA**

**Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.**

**RUBY LORRAINE PAUL SCHOLARSHIP**

The Ruby Lorraine Paul Scholarship will be awarded to a daughter, son, granddaughter, grandson, great-granddaughter or great-grandson of an American Legion or to an American Legion Auxiliary member who has held Nebraska membership for two years or to an American Legion, American Auxiliary, or Sons of the American Legion member who has held Nebraska membership for two years. Applicant **MUST** be enrolled in an accredited college or university for the current year and be a Nebraska resident for the previous three (3) years. This scholarship **excludes applicants enrolled in a school of nursing.**

Applicant must be a high school senior or a graduate of an accredited high school and have maintained a "B" or better average for the past two (2) semesters of high school. If selected the scholarship must be used within the year selected.

Funding not released by January 1<sup>st</sup> will NOT be awarded.

Please fill out application (online, by typewriter or using legible printed handwriting if necessary) and return with all date under No. 6 & 7 in one packet for a Nebraska Unit President by **MARCH 1<sup>ST</sup>**. (Local American Legion Auxiliary Unit contact given below.)

**This section to be completed by the local American Legion Auxiliary Unit for the applicant.**

Unit # \_\_\_\_\_ Unit Location \_\_\_\_\_ Contact Phone: \_\_\_\_\_

\_\_\_\_\_  
(List name, mailing address for Unit member contact)

**This is a \$200 Scholarship. Mail your application packet to the Unit by March 1<sup>st</sup>.**

1. Name of Applicant: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
(City/State/Zip Code)

2. In what school are you or were you last enrolled? \_\_\_\_\_  
Grade Level: \_\_\_\_\_

Is this a Public School \_\_\_\_\_ or Home School \_\_\_\_\_ or Other (explain) \_\_\_\_\_  
\_\_\_\_\_

If not in school, state your occupation: \_\_\_\_\_

**3. VETERAN CONNECTION:**

Name of Veteran: \_\_\_\_\_ Branch of Service: \_\_\_\_\_

Dates of Service: \_\_\_\_\_ (Data found on form DD214 Discharge Papers)

How are you related to the named Veteran: \_\_\_\_\_

4. Are you \_\_\_\_\_, your parent \_\_\_\_\_, grandparent \_\_\_\_\_, or great-grandparent \_\_\_\_\_ a member of  
The American Legion \_\_\_\_\_ American Legion Auxiliary \_\_\_\_\_ Sons of the American Legion \_\_\_\_\_  
(Check all that apply)

5. Institute of higher education you plan to attend: \_\_\_\_\_

6. **Narrative** (300 words or less) from Applicant stating chosen major and why you chose this field of study. (Please attach a separate page for this portion.)

7. The following items **MUST** be included with your application in complete form.

- **Two (2) letters of recommendation from:**
  - (a) One (1) letter from an employer; clergy; or business person in your community
  - (b) One (1) letter from an administrator; guidance counselor; or teacher
- A high school resume' with a list of community involvement, church activities and school activities/honors/awards. Also include number of community service hours served and describe same; plus a contact person name and phone number.
- **Letter of Acceptance** (tentative or final) from chosen institute of higher education
- **Transcript** of high school (or college) grades **GPA:** \_\_\_\_\_
- **FAFSA** (Free Application for Federal Student Aid) **Score** \_\_\_\_\_ (attach copy)
- **ACT Score** \_\_\_\_\_ **SAT Score** \_\_\_\_\_ **Accuplacer Score** \_\_\_\_\_  
(As applicable)

\_\_\_\_\_ (Signature of Applicant is a must)

**For further information you may contact:**

American Legion Auxiliary Department Headquarters Phone 402 466 1808  
Email: neaux@windstream.net Website: www.nebraskalegionaux.net

**Applicant** – Please assemble your scholarship packet in the order given above. Thank you.

AMERICAN LEGION AUXILAIRY – DEPARTMENT OF NEBRASKA  
P O BOX 5227, LINCOLN NE 68505-0227  
PHONE 402 466 1808 EMAIL: neaux@windstream.net  
www.nebraskalegionaux.net

**UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS**

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants **MUST NOT** send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE (1) VIOLA HEINRICH MEMORIAL SCHOLARSHIP application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15<sup>TH</sup>**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

**CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN**

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contests requested in No. 5 are included in the applicant's packet
- ✓ Each Unit may submit ONLY ONE of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: **AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227**
- ✓ All applications to be post-marked no later than **MARCH 15**
- ✓ Any applications post-marked **AFTER MARCH 15** will not be considered

UNIT #: \_\_\_\_\_ UNIT LOCATION: (town) \_\_\_\_\_

This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 5.

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Daytime Phone #

Include this completed form in the application packet before mailing to Department.

**THIS IS A ONE-TIME ONLY SCHOLARSHIP**

Viola Heinrich memorial scholarship

AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA  
VIOLA HEINRICH MEMORIAL SCHOLARSHIP

This is a one-time only scholarship.

The Viola Heinrich Memorial Scholarship will be awarded to a female who is going into Nursing. Members of Lawrence American Legion Auxiliary, and or District 10 will be given preference.

Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.

VIOLA HEINRICH MEMORIAL SCHOLARSHIP

Applicant must be a resident of Nebraska and must be a Veteran or be Veteran connected.

Please fill out application (online, by typewriter, or using legible printed handwriting if necessary) and return with all data under No. 5 in one packet to a Nebraska Unit President by **March 1<sup>st</sup>**. The scholarship must be used within the year selected. Funding not released by January 1<sup>st</sup> will not be awarded.

This section to be completed by the local Auxiliary Unit for the Applicant

Unit # \_\_\_\_\_ Unit Location \_\_\_\_\_ Local Unit contact person:

\_\_\_\_\_  
\_\_\_\_\_  
(List name, mailing address & contact phone for Unit member)

This is a \$400 Scholarship. Mail your application packet to the Unit by March 1<sup>st</sup>.

1. Name of Applicant: \_\_\_\_\_

2. In what school are you enrolled? \_\_\_\_\_

Grade Level: \_\_\_\_\_ GPA: \_\_\_\_\_ Rank in Class: \_\_\_\_\_

Is this a Public School \_\_\_\_\_ or Home School \_\_\_\_\_ or Other (explain) \_\_\_\_\_

\_\_\_\_\_  
If not in school, state your occupation: \_\_\_\_\_

3. By whom are you Veteran-connected: Self \_\_\_\_\_ Spouse \_\_\_\_\_ Father \_\_\_\_\_ Mother \_\_\_\_\_

Brother \_\_\_\_\_ Sister \_\_\_\_\_ Grandfather \_\_\_\_\_ Grandmother \_\_\_\_\_

Great-Grandfather \_\_\_\_\_ Great-Grandmother \_\_\_\_\_ Other \_\_\_\_\_

Viola Heinrich memorial scholarship

4. College or University you hope to attend: \_\_\_\_\_  
\_\_\_\_\_

Length of course of study: \_\_\_\_\_

Tuition: Quarter \$ \_\_\_\_\_; Semester \$ \_\_\_\_\_; Year \$ \_\_\_\_\_

5. The following items **MUST** be included with your application in complete form.

**Two (2) letters of recommendation** from:

- a) One (1) letter from an employer; if not employed one (1) letter from a professional associate
- b) One (1) letter from a teacher.

**Narrative** (300 words or less) from Applicant stating chosen major and why you chose this field of study.

- A high school resume' with a list of community, church and school activities. Also include number of community service hours and a contact person
- **Letter of Acceptance** (tentative or final) from institution of higher education
- **Transcript** of high school (or college) grades
- **FAFSA** (Free Application for Federal Student Aid)

**For further information you may contact:**

American Legion Auxiliary Department Headquarters Phone 402 466 1808  
Email: [neaux@windstream.net](mailto:neaux@windstream.net) Website: [www.nebrskalegionaux.net](http://www.nebrskalegionaux.net)

USPS delivers mail to: \_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Complete address (City, State, Zip Code)

\_\_\_\_\_  
(Signature of Applicant is a must)

**THIS IS A ONE-TIME ONLY SCHOLARSHIP**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS:**

**To qualify for judging, your application must be submitted by a local Nebraska American Legion Auxiliary Unit. Incomplete applications will NOT be considered. ALL letters MUST be signed and DATED to qualify. Please ensure you have a complete packet for your local American Legion Auxiliary Unit.**



AMERICAN LEGION AUXILAIRY – DEPARTMENT OF NEBRASKA  
P O BOX 5227, LINCOLN NE 68505-0227  
PHONE 402 466 1808 EMAIL: neaux@windstream.net  
www.nebraskalegionaux.net

**UNIT INSTRUCTION SHEET FOR PROCESSING SCHOLARSHIP APPLICATIONS**

**RUBY PAUL CAMPAIGN FUND SCHOLARSHIP UNIT VERIFICATION**

**APPLICATIONS WILL NOT BE ACCEPTED BY INDIVIDUALS**

To qualify for judging applications must be submitted by a local Nebraska American Legion Auxiliary Unit to the Department. Applicants **MUST NOT** send applications directly to the Department Office. Units be sure your applicants know this fact.

The Unit may submit **ONE Ruby Paul Campaign Fund Scholarship Application** to the American Legion Auxiliary Department Headquarters for consideration. The Unit's selection **must** be post-marked no later than **MARCH 15<sup>TH</sup>**. For information see the Education article in the current ABC Book provided to each Auxiliary Unit.

\_\_\_\_\_ (Applicant's name – print clearly)

**CHECKLIST FOR UNIT PRESIDENT/OFFICER/UNIT EDUCATION CHAIRMAN**

- ✓ Put your Unit's "mail to" information on the first page of application
- ✓ It is the Unit's responsibility to check the contents of the scholarship application to be sure all requested letters and documents are enclosed
- ✓ Signature and phone number of Unit Officer/Chairman who verified contents requested in No. 6 & 7 are included in the applicant's packet
- ✓ Each Unit may submit ONLY ONE of each Department (Nebraska) scholarships
- ✓ ONE Department scholarship per applicant. No duplicate applicants.
- ✓ Mail the completed Department application packet to the Department at: AMERICAN LEGION AUXILIARY, P O BOX 5227, LINCOLN NE 68505-0227
- ✓ All applications to be post-marked no later than MARCH 15
- ✓ Any applications post-marked AFTER MARCH 15 will not be considered

**UNIT #:** \_\_\_\_\_ **UNIT LOCATION: (town)** \_\_\_\_\_

**This application was reviewed by an officer/chairman of the above Unit and contains the information required in No. 6 & 7.**

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Daytime Phone #

Include this completed form in the application packet before mailing to Department.  
**AMERICAN LEGION AUXILIARY – DEPARTMENT OF NEBRASKA**

**Applicant if you have any questions on where to submit this completed application please contact our Department Office at 402 466 1808.**

**RUBY PAUL CAMPAIGN FUND SCHOLARSHIP**

The Ruby Paul Campaign Fund Scholarship will be awarded to a daughter, son, granddaughter, grandson, great-granddaughter or great-grandson of an American Legion or to an American Legion Auxiliary member who has held Nebraska membership for two years or to an American Legion, American Auxiliary, or Sons of the American Legion member who has held Nebraska membership for two years. Applicant **MUST** be enrolled in an accredited college or university for the current year and be a Nebraska resident for the previous three (3) years.

Applicant must be a high school senior or a graduate of an accredited high school and have maintained a "B" or better average for the past two (2) semesters of high school. If selected the scholarship must be used within the year selected.

Funding not released by January 1<sup>st</sup> will NOT be awarded.

Please fill out application (online, by typewriter or using legible printed handwriting if necessary) and return with all data under No. 6 & 7 in one packet local American Legion Auxiliary Unit President by **MARCH 1<sup>ST</sup>**. (Local American Legion Auxiliary Unit contact given below.)

**This section to be completed by the local American Legion Auxiliary Unit for the Applicant.**

Unit # \_\_\_\_\_ Unit Location \_\_\_\_\_ Contact Phone: \_\_\_\_\_

\_\_\_\_\_

(List name, mailing address for Unit member contact.)

**This is a \$200 Scholarship. Mail your application packet to the Unit by March 1<sup>st</sup>.**

1. Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
(City/State/Zip Code)

2. In what school are you or were you last enrolled? \_\_\_\_\_

\_\_\_\_\_  
Is this a Public School \_\_\_\_\_ or Home School \_\_\_\_\_ or Other (explain) \_\_\_\_\_

\_\_\_\_\_  
If not in school, state your occupation: \_\_\_\_\_

3. VETERAN CONNECTION:

Name of Veteran: \_\_\_\_\_ Branch of Service: \_\_\_\_\_

Dates of Service: \_\_\_\_\_ (Data found on form DD214 Discharge Papers)

How are you related to the named Veteran: \_\_\_\_\_

4. Are you \_\_\_\_\_, your parent \_\_\_\_\_, grandparent \_\_\_\_\_, or great-grandparent \_\_\_\_\_ a member of

The American Legion \_\_\_\_\_ American Legion Auxiliary \_\_\_\_\_ Sons of the American Legion \_\_\_\_\_  
(Check all that apply)

5. Institute of higher education you plan to attend: \_\_\_\_\_

6. **Narrative** (300 words or less) from Applicant stating chosen major and why you chose this field of study. (Please attach a separate page for this portion.)

7. The following items **MUST** be included with your application in complete form.

- **Two (2) letters of recommendation from:**

- (a) One (1) letter from an employer; clergy; or business person in your community
- (b) One (1) letter from an administrator; guidance counselor; or teacher

- A high school resume' with a list of community involvement, church activities and school activities/honors/awards. Also include number of community service hours served and describe same; plus name of a contact person name and phone number.

- **Letter of Acceptance** (tentative or final) from chosen institute of higher education

- **Transcript** of high school (or college) grades **GPA:** \_\_\_\_\_

- **FAFSA** (Free Application for Federal Student Aid) (attach copy of score earned)

**ACT score** \_\_\_\_\_ **SAT score** \_\_\_\_\_ **Accuplacer Score** \_\_\_\_\_  
(As applicable)

\_\_\_\_\_ (Signature of Applicant is a must)

**For further information you may contact:**

American Legion Auxiliary Department Headquarters Phone 402 466 1808  
Email: neaux@windstream.net Website: www.nebraskalegionaux.net

**Applicant** – Please assemble your scholarship packet in the order given above. Thank you.



AMERICAN LEGION AUXILIARY  
JUNIOR MEMBER LOYALTY SCHOLARSHIP  
2020 APPLICATION

THIS PORTION TO BE COMPLETED BY THE SPONSORING UNIT

(PLEASE TYPE OR PRINT)

EACH UNIT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Leadership, Character and ALA Participation (as presented in applicant's essay)	50%
Academic Achievement	25%
Completed Application	25%

2. No unit may enter more than one candidate in the department competition.
3. The selected entry for each unit shall be certified by the American Legion Auxiliary unit president and unit secretary or unit Education chairman
4. The selected entry for each Unit should be forwarded to the department secretary for competition at the state level to be received **ON OR BEFORE MARCH 15, 2020.**
5. Participation in this scholarship program shall be on a voluntary basis in all units.

Unit Name and Number \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

\_\_\_\_\_  
*Signature of Unit President*

\_\_\_\_\_  
*Signature of Unit Secretary or  
Unit Education Chairman*



**AMERICAN LEGION AUXILIARY  
JUNIOR MEMBER LOYALTY SCHOLARSHIP  
2020 APPLICATION**

**APPLICATION PACKET REQUIREMENTS**

1. Completed application packet for the Junior Member Loyalty Scholarship.
2. A copy of the applicant's college transcript.
3. A copy of the FAFSA (Free Application for Federal Student Aid) form, or a copy of the FAFSA Summary Report and Confirmation Page, or the FAFSA Student Aid Report (SAR).
4. Completed essay **“How did your membership as a Junior in the American Legion Auxiliary contribute to your leadership skills and educational success as a senior member?”**
5. Please be sure to attach any required materials to this application and submit it, as one document, to the President of the American Legion Auxiliary Unit in which your membership is recorded **NO LATER THAN MARCH 1, 2020.**



**AMERICAN LEGION AUXILIARY  
JUNIOR MEMBER LOYALTY SCHOLARSHIP  
2020 APPLICATION**

**Name of Applicant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**Name of father, or guardian:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Name of mother, or guardian:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Date of Birth** \_\_\_\_\_ **Membership #** \_\_\_\_\_

**Date Applicant Joined the American Legion Auxiliary** \_\_\_\_\_

**Name of veteran through whom applicant is eligible for membership in American Legion Auxiliary:**

\_\_\_\_\_ **Relationship to Veteran** \_\_\_\_\_

**On a separate page that must be attached to this application, please answer the following question, in 1,000 words or less.**

How did your membership as a Junior in the American Legion Auxiliary contribute to your leadership skills and educational success as a senior member?

\_\_\_\_\_  
*Print or Type Full Name*

\_\_\_\_\_  
*Signature of Applicant*



**AMERICAN LEGION AUXILIARY  
JUNIOR MEMBER LOYALTY SCHOLARSHIP  
2020 APPLICATION**

Ten scholarships, in the amount of \$2,500 each, will be awarded to a current college student for 2020. Two scholarships will be awarded in each division of the American Legion Auxiliary. The scholarship is a grant; not a loan.

**RULES**

1. Candidates for this award shall have been Junior members of the American Legion Auxiliary, held membership in the American Legion Auxiliary for the past three consecutive years (2017, 2018 and 2019) and must be a paid member for the current (2020) membership year. Applicant must continue her membership in the American Legion Auxiliary during the scholarship period.\*
2. This scholarship is intended for the traditional student with no interruption in her education, who is at least in her first semester of college but not yet attained a bachelor's degree. Any member who is non-traditional student (a student returning to the classroom after some time away from college) is welcome to apply for the American Legion Auxiliary Non-Traditional Scholarship.
3. This is a scholarship to attend an accredited institution of higher education. Applicants must have completed at least one semester with grades which meet continuation requirements at the institution of their choice. Applicants must have at least a 3.0 GPA using a 4.0 base.
4. Applicants must present the completed application, along with the other required materials specified on the following page, to the **President of their American Legion Auxiliary Unit** **ON OR BEFORE MARCH 1, 2020.**
5. Judging, at all levels, shall be on the following basis:

Leadership, Character and ALA Participation (as presented in applicant's essay)	50%
Academic Achievement	25%
Completed Application	25%

**THE DECISION OF THE JUDGES SHALL BE FINAL.**

6. The first half of the award (\$1,250) will be paid directly to the school for the first semester upon notification from the school that the student has re-enrolled. ***American Legion Auxiliary National Headquarters must receive certification of enrollment within 12 months of a winner's notification, or the scholarship will be forfeited.*** There shall be no money paid to the school for the ensuing semester until notification of re-enrollment has been received from the school. Notification from the school must include verification of at least a B (3.0 on a 4.0 scale) average. If the winner discontinues her education or membership in the American Legion Auxiliary before all scholarship funds have been dispersed, the balance of the scholarship will be forfeited. The winner will have four years from the date of notification of scholarship to use the scholarship funds.

*\*Scholarship period is defined as the time from which scholarship is awarded until funds are fully dispersed or the scholarship expires, whichever comes first.*



AMERICAN LEGION AUXILIARY  
JUNIOR MEMBER LOYALTY SCHOLARSHIP  
2020 APPLICATION

THIS PORTION TO BE COMPLETED BY THE DEPARTMENT (STATE)

(PLEASE TYPE OR PRINT)

EACH DEPARTMENT WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

1. Judging, at all levels, shall be on the following basis:

Leadership, Character and ALA Participation (as presented in applicant's essay)	50%
Academic Achievement	25%
Completed Application	25%
2. Each department is restricted to submitting one candidate to the division competition.
3. The winning entry for each department shall be certified by the American Legion Auxiliary department president and the department secretary or department Education chairman, and forwarded to the respective division Education chairman so it's received **ON OR BEFORE APRIL 1, 2020.**
4. Participation in this scholarship program shall be on a voluntary basis in all Departments.

DEPARTMENT \_\_\_\_\_

DIVISION \_\_\_\_\_

\_\_\_\_\_  
*Signature of Department President*

\_\_\_\_\_  
*Signature of Department Secretary or  
Department Education Chairman*

The Division Education Chairman and two qualified judges shall make the final decision on the winner. Division Education Chairman shall certify the name of the winner and send the complete application packet to the National Education Chairman **on or before April 15, 2020.** The National Education Chairman shall certify the names of the winner to National Headquarters.



American Legion Auxiliary  
**YEAR-END IMPACT REPORT FORMS**  
2019-2020

***Why report these numbers?***

Every hour, every dollar ALA members invest in our mission of helping veterans adds up. It not only gives each member a sense of pride in belonging to the world's largest patriotic women's organization, but it allows us to demonstrate our effectiveness to the world. Each small sum of numbers gets added into the collective numbers that are called Impact Numbers. These numbers proclaim our impact and help make membership in the ALA meaningful.

These numbers are also reported to The American Legion, which includes them in its annual report to Congress. To make this process easier for you, it has been simplified and the form has been condensed to include only essential information. If you aren't sure, giving an estimate is better than not reporting at all.

***How to complete the Impact Report Form***

1. **Each ALA member** should fill out the Member Form and give it to her unit president. This usually happens in April, but please check with your unit.
2. The unit president (or her designee) compiles all of the member data on the Unit Form and adds any additional data not reported individually by unit members. This form then gets forwarded to either the district/county (if applicable) or department which compiles all the records.
3. It is more important that you report information in one section of the form only, rather than worry if you have selected the right category. For example, if you provide a service for children, it should go in either Service for Military Families (for example, camps for military children only) or Service for Children & Youth (Legion Family camps for all children), but not in both places. Just report it somewhere.
4. Please round to whole dollar values (for example, \$149.50 should be \$150).

***Report Simplifications***

1. All service for all veterans/military whether active duty, retired, or reserve is now combined in one section.
2. Each section has better defined examples of the service that should be reported.
3. **For units, districts/counties, and departments:**  
"Line numbers" and "Obtain Total From" columns assist in transferring data from form to form. For example, units can find the number of Volunteer Hours for Military Families on Line 5 of the Member Form.

A downloadable fillable monthly tracking worksheet is available on the national website under the Members Only, Annual Report Forms section: [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

**Thank you for taking the time to REPORT your VALUABLE SERVICE  
and helping us TELL OTHERS about our INCREDIBLE IMPACT!**

# MEMBER Year-End Impact Numbers Report

I am a member of Unit # \_\_\_\_\_ Unit Name \_\_\_\_\_

Department \_\_\_\_\_

My name \_\_\_\_\_

Here is what I did in the 12 months from MAY 1, 2019 TO APRIL 30, 2020.

1. **My ALA Service for Veterans/Active Duty/Reserve Military** (Examples: shopping for and preparing care packages for deployed troops, helping wounded warriors and elderly veterans at home, providing transportation, military send-off and welcome-home events, parades, projects for homeless veterans, activities related to distributing poppies, recording veteran histories, raising money for the Veterans Creative Arts Festival, fundraising events that benefit veterans (such as Walk, Run & Roll), assisting with veterans hiring fairs, advocating for The American Legion legislative agenda that supports veterans and the military.)

Line 1 Hours I volunteered: \_\_\_\_\_

Line 2 Dollars I personally spent/donated: \$ \_\_\_\_\_

Line 3 Number of veterans/military I assisted: \_\_\_\_\_

Line 4 Number of "Veterans in Community Schools" presentations I facilitated: \_\_\_\_\_

2. **My ALA Service for Military Families:** (Examples: programs for military and veterans' children, helping Family Support Groups, supporting adopt-a-military-family projects, military spouse hiring fairs, organizing and delivering hero packs, providing child care for military activities, distributing Blue Star Banners, providing G.I. Josh dogs)

Line 5 Hours I volunteered: \_\_\_\_\_

Line 6 Dollars I personally spent/donated: \$ \_\_\_\_\_

Line 7 Number of military families I served: \_\_\_\_\_

3. **My ALA Service for Youth** (Examples: Jr. Activities, classroom and patriotic activities for children, camps open to all children, raising funds for or promoting Legion Family activities like ALA Girls State)

Line 8 Hours I volunteered for ALA Girls State: \_\_\_\_\_

Line 9 Hours I volunteered for all other Legion Family youth activities: \_\_\_\_\_

Line 10 Dollars I personally spent on goods for youth activities (parties, backpacks): \$ \_\_\_\_\_

Line 11 My direct cash aid to help a needy child: \$ \_\_\_\_\_

Line 12 Number of children/youth served: \_\_\_\_\_

Line 13 Dollars I donated to all other child service charities (ex: Make a Wish, St. Jude's): \$ \_\_\_\_\_  
Do not include donations to American Legion funds—these are reported by the Legion.

4. **My Service Representing the ALA in My Community** (Examples: blood drives, walks/runs, food pantries)

Line 14 Total number of hours for any service not included in Sections 1 through 3: \_\_\_\_\_

Line 15 Total dollars spent for any service not included in Sections 1 through 3: \$ \_\_\_\_\_

5. **Mileage**

Line 16 Miles driven in providing my above ALA service (not attending regular meetings): \_\_\_\_\_

When completed, send to: \_\_\_\_\_ by \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(Get name and date from unit)

**CONGRATULATIONS -- YOU DID IT!**  
**THANK YOU FOR ALL YOU DO AND FOR REPORTING YOUR SERVICE!**

# UNIT Year-End Impact Numbers Report

Unit # \_\_\_\_\_ Unit Name \_\_\_\_\_

Department \_\_\_\_\_ Unit President \_\_\_\_\_

Your Name (if other than president) \_\_\_\_\_

Your Email \_\_\_\_\_

Number of Member Impact Reports \_\_\_\_\_

Here is what our unit did in the 12 months from MAY 1, 2019 TO APRIL 30, 2020.

## 1. Our ALA Service for Veterans/Active Duty/Reserve Military

	Service for Veterans/Military	Obtain Total From	Member	Unit	Total
Line 1	Total hours members volunteered	Member Form Line 1		N/A	
Line 2	Total dollars spent	Member Form Line 2	\$	\$	\$
Line 3	Total number of veterans/military assisted	Member Form Line 3			
Line 4	Total number of "Veterans in Community Schools" presentations facilitated	Member Form Line 4			
Line 5	Value of in-kind donations received*	Unit Records	N/A	\$	\$
Line 6	Number of poppies or poppy items distributed	Unit Records	N/A		
Line 7	Dollars raised from poppies	Unit Records	N/A	\$	\$

\*Estimated cash value of non-cash donations from NON-MEMBERS of goods (like paper goods, clothing) or services (like pro-bono CPA services from a local firm)

## 2. Our ALA Service for Military Families

	Service for Military Families	Obtain Total From	Member	Unit	Total
Line 8	Total hours members volunteered	Member Form Line 5		N/A	
Line 9	Total dollars spent	Member Form Line 6	\$	\$	\$
Line 10	Number of military families served	Member Form Line 7			

## 3. Our ALA Service for Youth

	Service for Children & Youth	Obtain Total From	Member	Unit	Total
Line 11	Total hours for ALA Girls State	Member Form Line 8		N/A	
Line 12	Dollars spent for ALA Girls State	Unit Records	N/A	\$	\$
Line 13	Total hours for other Legion Family youth activities	Member Form Line 9		N/A	
Line 14	Dollars spent on goods for youth activities	Member Form Line 10	\$	\$	\$
Line 15	Dollar amount of direct aid to help a needy child	Member Form Line 11	\$	\$	\$
Line 16	All other UNIT expenses (parties, dinners, paper goods, trophies)	Unit Records	N/A	\$	\$
Line 17	Total number of children/youth served	Member Form Line 12			
Line 18	Donations to all other child service charities	Member Form Line 13	\$	\$	\$

4. Our Service Representing the ALA in Our Community

	For any service not included in Sections 1-3	Obtain Total From	Member	Unit	Total
Line 19	Total number of hours	Member Form Line 14		NA	
Line 20	Total dollars spent	Member Form Line 15	\$	\$	\$

5. Mileage

		Obtain Total From	Total
Line 21	Total miles driven in providing ALA service	Member Form Line 16	

6. Scholarships Presented/Awarded by Our Unit

	Scholarships	Obtain from	Total
Line 22	Number of unit scholarships presented/awarded	Unit Records	.
Line 23	Total dollar amount of unit scholarships	Unit Records	\$
Line 24	Total dollar amount donated to department scholarships	Unit Records	\$

When completed, send to: \_\_\_\_\_ by \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 (Get name and date from district or county, if applicable, or department)

**CONGRATULATIONS – YOU DID IT!**  
**THANK YOU FOR ALL YOU DO AND FOR REPORTING**  
**YOUR UNIT’S IMPACT!**

# DISTRICT/COUNTY Year-End Impact Numbers Report

District/County \_\_\_\_\_ Department \_\_\_\_\_

Number of Units in District/County \_\_\_\_\_ Number of Units Reporting \_\_\_\_\_

Total Number of Members Reporting \_\_\_\_\_

Your Name \_\_\_\_\_ Email \_\_\_\_\_

Here is what our units did in the 12 months from MAY 1, 2019 TO APRIL 30, 2020.

## 1. Our ALA Service for Veterans/Active Duty/Reserve Military

	Service for Veterans/Military	Obtain Total From	Total
Line 1	Total hours members volunteered	Unit Form Line 1	
Line 2	Total dollars spent	Unit Form Line 2	\$
Line 3	Total number of veterans/military assisted	Unit Form Line 3	
Line 4	Total number of "Veterans in Community Schools" presentations facilitated	Unit Form Line 4	
Line 5	Value of in-kind donations received*	Unit Form Line 5	\$
Line 6	Total number of poppies or poppy items distributed	Unit Form Line 6	
Line 7	Total dollars raised from poppies	Unit Form Line 7	\$

\*Estimated cash value of non-cash donations from NON-MEMBERS of goods (like paper goods, clothing) or services (like pro-bono CPA services from a local firm)

## 2. Our ALA Service for Military Families

	Service for Military Families	Obtain Total From	Total
Line 8	Total hours members volunteered	Unit Form Line 8	
Line 9	Total dollars spent	Unit Form Line 9	\$
Line 10	Total number of military families served	Unit Form Line 10	

## 3. Our ALA Service for Youth

	Service for Children & Youth	Obtain Total From	Total
Line 11	Total hours for ALA Girls State	Unit Form Line 11	
Line 12	Total dollars spent for ALA Girls State	Unit Form Line 12	\$
Line 13	Total hours for other Legion Family youth activities	Unit Form Line 13	
Line 14	Total dollars spent on goods for youth activities	Unit Form Line 14	\$
Line 15	Total dollar amount of direct aid to help a needy child	Unit Form Line 15	\$
Line 16	Total other UNIT expenses (parties, dinners, paper goods, trophies)	Unit Form Line 16	\$
Line 17	Total number of children/youth served	Unit Form Line 17	
Line 18	Total dollars to other child service charities	Unit Form Line 18	\$

4. Our Service Representing the ALA in Our Communities

	For any service not included in Sections 1-3	Obtain Total From	Total
Line 19	Total number of hours	Unit Form Line 19	
Line 20	Total dollars spent	Unit Form Line 20	\$

5. Mileage

		Obtain Total From	Total
Line 21	Total miles driven by members in ALA Service	Unit Form Line 21	

6. Scholarships our Units & District/County Presented/Awarded

	Scholarships	Obtain Total From	Units	District or County	Total
Line 22	Total number of scholarships presented or awarded	Unit Form Line 22			
Line 23	Total dollar amount of scholarships	Unit Form Line 23	\$	\$	\$
Line 24	Total dollar amount donated to department scholarships	Unit Form Line 24	\$	\$	\$

When completed, send to: \_\_\_\_\_ by \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 (Get name and date from district or county, if applicable, or department)

**CONGRATULATIONS---YOU DID IT! THANK YOU FOR ALL YOU DO  
 AND FOR REPORTING YOUR DISTRICT/COUNTY'S IMPACT!**