



ANNUAL SUPPLEMENT
TO THE
NATIONAL 5-YEAR
PROGRAMS ACTION PLAN
2017-2018

BLANK PAGE



TABLE OF CONTENTS

What to Know About the 2017-2022 Programs Action Plan and Annual Supplement	4
2016-2017 American Legion Auxiliary Impact Report Statistics	5
Messages from ALA National Leadership	6
National Division Vice Presidents.....	8

Planning for the Future

5-Year 2014-2019 Centennial Strategic Plan	
ALA Foundation.....	

Programs and Committees

Mission Outreach Programs

ALA Girls Nation	19
Americanism.....	21
Children & Youth	25
Community Service	28
Education	31
Junior Activities	34
Legislative	37
Liaison to Child Welfare Foundation.....	40
National Security	44
Poppy	47
Veterans Affairs & Rehabilitation.....	50

Member Support Committees

Auxiliary Emergency Fund (AEF)	55
History	57
Constitution & Bylaws.....	58
Leadership.....	60
Membership.....	62
Past Presidents Parley.....	67
Public Relations.....	69

Administrative Committees

Audit	75
National Finance	76

General Information

National President's Award for Excellence.....	79
National Report and Award Cover Sheet and Instructions	82
Annual Impact Report Instructions and Forms	84



What to Know About the 2017-2022 Programs Action Plan and Annual Supplement

In an effort to ensure consistency and help departments and units focus on serving the mission of the American Legion Auxiliary, the ALA Programs Action Plan has transformed into a five-year plan (2017-2022), with an Annual Supplement published each year containing updates on committee members plus reporting and award deadlines.

Here is what you need to know about the 2017-2022 Programs Action Plan and Annual Supplement:

- The 2017-2022 Programs Action Plan contains program information that will be consistent for the next five years. The full Plan, plus each individual committee's Plans can be found on the National website, in the Members Only Area at www.ALAforVeterans.org/members/programs-action-plan/.
- Information that changes each year, like national committee members and their contact information, award deadlines, and contest themes can be found in the Annual Supplement to the action plan. The full Annual Supplement, can be found on the National website, in the Members Only Area at www.ALAforVeterans.org/members/programs-action-plan/. Please visit each national program's page on the National website for individual program Annual Supplements.
- In an effort to shine a spotlight on some great work by our members, national chairmen may be selecting award winners from among those who report – even if there was no actual award entry. In the past, national chairmen and committee members have lamented the small number of award applicants in spite of the great work being done all across the country that would make other individuals or groups eligible for an award.
- One of the strategic outcomes from the ALA Centennial Strategic Plan was the realization that national end-of-year awards were not consistent from one program to another. You will see more consistency regarding awards from committee to committee.



American Legion Auxiliary 2016-2017 Impact Report

The American Legion Auxiliary is the world's largest women's patriotic service organization, not just based on our membership, but because of the collective impact we make actively serving our timeless mission! For nearly 100 years, our outreach programs have made a difference in neighborhoods across the country. And added together, our projected* volunteer service impact in just one year is worth nearly \$2 billion! The ALA statistics on this page present a snapshot of our collective mission outreach to veterans, the military, their families, and our communities.

We selflessly honor the service of our veterans and the valued principles for which they've fought by giving millions of hours of volunteer service and financial contributions to support our mission. According to the Independent Sector, a coalition of charities, foundations, and corporations that publishes research important to the non-profit sector, the 2016 estimated value of one hour of volunteer service is \$24.14.

Total projected* volunteer hours: **43,667,285 hours**

Dollar value of members' service, contributions, & fundraising: **\$1.7 billion**

Veteran/Military Support & Advocacy

- Hours volunteered in service to veterans: 19,103,935
- Dollars spent in service to veterans: \$806,064,105
- Veterans assisted: 2,622,861
- Dollars raised from poppy distribution to support veterans: \$3,915,653
- Hours volunteered for active-duty military: 4,675,466
- Number of U.S. service members served: 438,352

Youth Development

- Dollars raised for Children & Youth: \$3,034,401
- Number of ALA Girls State/Girls Nation attendees: 16,152
- Number of scholarships awarded: 6,832
- Dollar value of local scholarships awarded: \$1,444,925
- Hours volunteered for Children & Youth: 4,730,281

Family Support

- Hours volunteered for military families: 4,353,642
- Dollars spent for military families: \$156,122,748
- Number of military families served: 149,304

To see the complete ALA Annual Impact Report, visit www.ALAforVeterans.org.

*Projected numbers estimated if all members reported for 12 months with 100 percent participation of units and members.

**Message from Diane Duscheck, 2017-2018 ALA National President**

I'm so glad you are perusing the 2017-2022 Programs Action Plan and Annual Supplement! The Programs Action Plan has been divided into two portions: The Annual Supplement which will be updated each year with new information and the program Plan with ALA information that will remain the same for five years, allowing continuity and ease of use. You will also find in the Annual Supplement a National Report and Award Cover Sheet to be submitted with all annual reports and award entries from both departments and units. This will allow national committee members to more easily contact the writer of the report/ award entry and to consider every annual report for award recognition. This new format was a cooperative effort of national leadership and staff to make the program Plan easier for you to use.

Two points that will be stressed for the 2017-2018 administrative year focus on sustaining the robust future of the organization:

1. Continued emphasis on the ALA Centennial Strategic Plan. Members at all levels have made great strides setting priorities and goals to strengthen the organization, develop members' knowledge of the ALA, improve goodwill, enhance our members' experiences as they work the mission, and implement their strategic plan. How important it is to plan for a strong future!
2. Fundraising for the American Legion Auxiliary Foundation (ALAF) Mission Endowment Fund. The future resiliency of the organization will demand funds to support the ALA mission. Monies donated to the ALAF Mission Endowment Fund will continue to grow in perpetuity, while the earned interest will advance projects for military, veterans, their families, and the ALA mission. Donations to the Mission Endowment Fund can be made through checks written to ALA Foundation and sent to National Headquarters, through memorials and gifts in lieu of flowers, planned giving, and online donations. Learn more at www.ALAFoundation.org. Please indicate "Mission Endowment Fund" on all donations.

Thank you for making a difference!

Diane Duscheck
natlpres@ALAforVeterans.org

Message from Kathy Dungan, 2017-2018 ALA National Vice President

As we begin a new year of working our mission, we start with a clean slate. As Auxiliary members, we have countless opportunities to make a difference in the lives of our veterans, active military, their families, our communities, and with the children and youth of this great nation. The Programs Action Plan is designed to help us work our mission. Each program has suggested ideas and how-to sheets that will help you be successful.

I am always reminded of our motto, Service Not Self. Serving can be so many things: Taking a veteran to a doctor's appointment, providing financial assistance to someone in need, providing meals, or just saying a kind word of encouragement. You, as Auxiliary members, do these kind acts every day.

I am looking forward to an exciting year working our mission under the leadership of National President Diane Duscheck. I encourage you to take advantage of those opportunities to serve. As Henry Drummond said, "I shall pass through this world but once. Any good thing therefore that I can do, or any kindness that I can show to any human being, let me do it now. Let me not defer it or neglect it, for I shall not pass this way again."

For God and Country,

Kathy Dungan
kdungan@hughes.net

**Message from Mary “Dubbie” Buckler, ALA Executive Director/National Secretary**

Serving our mission is the heart of belonging to the American Legion Auxiliary. With 22 million U.S. veterans, the ALA is needed. We matter!!

Our volunteer service each year makes a HUGE impact of good – annually worth nearly \$2 billion! Yes, that’s what it would cost taxpayers if Auxiliary volunteers were paid for all the mission service work we do. The ALA is still here because we continue to “do the things” to help build America’s greatness through our outreach programs.

We serve our mission – each of us doing something meaningful every year – one service project at a time, guided by plans built on our enduring values and nationwide goals. Everything ALA volunteer and staff leadership teams do together is aimed at achieving our five critical goals: Goal 5) With The American Legion, Build Brand Loyalty; Goal 4) Strengthen Departments and Units; Goal 3) Develop Leadership at All Levels; Goal 2) Create an Internal Culture of Goodwill; and by succeeding at all of these we can grow membership and achieve Goal 1) Enhance Membership Strength.

The ALA depends on members who believe in this organization. More than 6 million ladies are eligible for membership in the American Legion Auxiliary. They will join us if we ask. And they will stay if we serve our mission with welcoming attitudes that exemplify our core values.

With every mission outreach service project, let’s make a difference!

Mary “Dubbie” Buckler
natlsecy@ALAforVeterans.org



American Legion Auxiliary Divisions

American Legion Auxiliary departments are grouped into five geographic divisions: Central, Eastern, Northwestern, Southern and Western. One national division vice president is elected from each division for a one-year term. These national officers act as representatives of the national president on all matters assigned by her.

Central Division

Illinois
Indiana
Iowa
Kansas
Michigan
Missouri
Ohio
West Virginia
Wisconsin

Eastern Division

Connecticut
Delaware
District of Columbia
Maine
Maryland
Massachusetts
New Hampshire
New Jersey
New York
Pennsylvania
Rhode Island
Vermont

Northwestern Division

Colorado
Minnesota
Montana
Nebraska
North Dakota
South Dakota
Wyoming

Southern Division

Alabama
Arkansas
Florida
Georgia
Kentucky
Louisiana
Mississippi
North Carolina
Oklahoma
Puerto Rico
South Carolina
Tennessee
Texas
Virginia

Western Division

Alaska
Arizona
California
Hawaii
Idaho
Nevada
New Mexico
Oregon
Utah
Washington

2017-2018 National Division Vice Presidents

Central Division: Trish Ward

2633 Shasten St., Grove, OK 74344
(913) 238-1520
tbw_ksaux@yahoo.com

Eastern Division: Karyn Porempski

77 Danielle Dr., Cheektowaga, NY 14227
(716) 481-1329
skisbees@earthlink.net

Northwestern Division: Peggy Miller

P.O. Box 1493, Gillette, WY 82717
(307) 689-6084
sislee@vcn.com

Southern Division: Diane Spencer

1624 Jennifer Rd. #106, Lexington, KY 40505
(859) 285-8616
diane2@email.uky.edu

Western Division: Nancy Michalski

1025 Twin Berry Ct., Henderson, NV 89002
(702) 521-1240
ronan1025@aol.com



PLANNING FOR THE FUTURE

- 5-YEAR CENTENNIAL STRATEGIC PLAN
- ALA FOUNDATION

BLANK PAGE



2017 - 2018 Annual Supplement to the Programs Action Plan 5-Year ALA Centennial Strategic Plan (2014 - 2019)

Committee Contact Information

strategicplan@ALAforVeterans.org



National Chairman

Janet Jefford, Department of Connecticut
Past National President (2014-2015)
19 Leo J Lane, Manchester, CT 06042
(860) 881-6270, jjefford@goodwin.edu

National Vice Chairman

Stephanie Abisi
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
sabisi@ALAforVeterans.org

What is the ALA Centennial Strategic Plan, and why do we have it?

Strategic Planning is a process used to make thoughtful decisions about an organization's future in order to ensure success. The process includes defining the organization's direction for the next five years – a roadmap. The plan sets priorities and goals and states where the organization wants our energy and resources focused. Being strategic simply means “being clear about...” The process raises a series of questions that help our members examine and anticipate where the organization is going in the future and a roadmap of ideas and tools that will help us succeed.

American Legion Auxiliary members and National Headquarters staff developed the 2014-2019 ALA Centennial Strategic Plan using input from our members. While working on the plan, we continually used the American Legion Auxiliary mission as a tool to ensure we kept our goals focused on that mission: *“In the spirit of Service Not Self, the mission of the American Legion Auxiliary is to support The American Legion and honor the sacrifice of those who serve by enhancing the lives of our veterans, military, and their families, both at home and abroad. For God and Country, we advocate for veterans, educate our citizens, mentor our youth, and promote patriotism, good citizenship, peace and security.”*

In March 2014, the National Executive Committee approved the 5-year plan. This plan is focused on assisting departments and units. A copy of the plan is included in this document, where you can also see a series of strategies listed under each goal. The goals, and their champions, are:

Goal 5: With The American Legion, Build Brand Loyalty

Rita Navarrete and Mike Butt

Goal 4: Strengthen Departments and Units

Marybeth Revoir and Tim Bresnahan

Goal 3: Develop Leadership at All Levels

Rosemarie Hauck and Colette Fike

Goal 2: Create an Internal Culture of Goodwill

Joyce Endres and Donna Parrott

Goal 1: Enhance Membership Strength

Trish Ward, Anita Biggs, and Marta Hedding


Who is Responsible for the Success of this Plan?

You! The national leadership team is here to assist Auxiliary members across the nation to ensure the success of their department's plans. We will provide the tools and training to help you succeed. You and your fellow members will be responsible to use these trainings and tools to achieve your department's goals. Throughout the year, the national organization will host training sessions and send departments information, best practices, and ideas that are working in other departments. The success of this plan will take all of us working together!

The goals are simple and will ensure that the American Legion Auxiliary will be a viable organization through the next five years and that our members will have the tools and training they need to ensure that the mission work they are doing is successful in "*servicing veterans and their families.*" It will increase our membership, ensure that we are working together with a positive and welcoming attitude, and assist in developing leaders at all levels who will share their skills and mentoring to strengthen their units and departments while working in every community. The result will be that "*By 2019, the American Legion Auxiliary's million members will be making a difference for veterans and their families in every neighborhood!*"

Additional Resources You Can Use:

1. 2014-2019 ALA Centennial Strategic Plan (included in the Annual Supplement to the Programs Action Plan)
2. 2014-2019 ALA Centennial Strategic Plan implementation team, goal champions, and strategy captains. Email strategicplan@ALAforVeterans.org for more information
3. www.ALAforVeterans.org: ALA Public Relations Toolkit, *ALA Branding Guide*, governing documents, and other member- and marketing-resource documents
4. ALA Academy: www.ALAforVeterans.org/ALA-Academy/

Vision		Enduring Core Values and Mission		
 <p>By 2019, the American Legion Auxiliary's million members will be making a difference for veterans and their families in every neighborhood.</p>		<p style="text-align: center;">Mission</p> <p>In the spirit of Service, not Self, the mission of the American Legion Auxiliary is to support The American Legion and honor the sacrifice of those who serve by enhancing the lives of our veterans, military, and their families, both at home and abroad. For God and Country, we advocate for veterans, educate our citizens, mentor our youth, and promote patriotism, good citizenship, peace and security.</p> <p style="text-align: center;">Core Values</p> <p>Our statement of values is predicated on our founding purposes:</p> <ul style="list-style-type: none"> • Commitment to the four founding principles: Justice, Freedom, Democracy, Loyalty • Service to God, our country, its veterans and their families. • Tradition of patriotism and citizenship • Personal integrity and family values • Respect for the uniqueness of individual members • Truthful, open communication in dealing with the public and our members • Adherence to adopted policies and rules 		
Goal 5	Goal 4	Goal 3	Goal 2	Goal 1
With The American Legion, Build Brand Loyalty	Strengthen Departments and Units	Develop Leadership at All Levels	Create an Internal Culture of Goodwill	Enhance Membership Strength
Strategies	Strategies	Strategies	Strategies	Strategies
A. Define our brand identity and promise	A. Build capacity of all Departments	A. Define expectations and accountability of ALA office holders in order to build trust	A. Enable members at all levels to demonstrate goodwill to internal and external audiences.	A. Invest in opportunities to attract, engage, and retain members
B. Build awareness and preference for the ALA brand	B. Collaborate with Departments in developing innovative ways to improve organizational and financial performance	B. Remove barriers of all kinds that prevent ALA members from contributing fully	B. Define, cultivate, sustain, and implement best practices to fulfill the ALA's Core Values	B. Engage and strengthen membership that represents the diversity of our U.S. military
C. Recognize brand loyalty and excellence in promotion of The American Legion Family brand	C. Support the Departments in the development of their Strategic Plans	D. Invest resources in identifying and developing leadership capacity	C. Build trust within the American Legion Auxiliary and with The American Legion	C. Expand Alliances to create multiple pathways to serve
E. Invest in internal and external marketing communications	D. Optimize mission delivery	E. Reward innovative leadership recruitment and development practices <i>Complete & Ongoing</i>		D. Excel at communication -- <i>Complete & Ongoing</i>
Achieving Goals 5, 4, 3, and 2 will lead to success in achieving Goal 1				



2017 - 2018 Annual Supplement to the Programs Action Plan ALA Foundation

ALA Foundation Contact Information

www.ALAFoundation.org; ALAFoundation@ALAforVeterans.org



Foundation Board President

Linda Boone, Department of Oregon
Past National President (1992-1993)
5177 Formosa Circle, Vero Beach, FL 32967
(772) 999-3009, cell: (302) 270-2154
lindajboone@yahoo.com

*Board current as of July 19, 2017

Foundation Vice President

Marybeth Revoir, Department of Illinois
8937 S. 83rd Ct., Hickory Hills, IL 60457
(708) 598-2904, mbrevoir@comcast.net

Foundation Secretary

Cathleen MacInnes, Department of New York
145 Gibbs Street, Unit C, Rochester, NY, 14605
(585) 737-0194, cathemac@earthlink.net

Treasurer/Designated Director

Marta A. Hedding, ALA National Treasurer
8945 N. Meridian Street, Indianapolis, IN 46260
(317) 569-4500, natltreas@ALAforVeterans.org

Elected Director

Gina Jimenez Callicotte, Department of Georgia
1342 Wyngate Place, Lawrenceville, GA 30043
(678) 576-9910, callicottel@aol.com

Elected Director

Doris Hammeke, Department of Kansas
5500 W 163rd Terrace, Stillwell, KS 66085
(913) 209-4623, dehammeke@gmail.com

Elected Director

Anne Hathaway, Department of Illinois
4505 N. Delaware St., Indianapolis, IN 46205
(317) 931-1129, anne@afhathaway.com

Elected Director

Shirl Hendley, Department of Maryland
PO Box 1254, Chesapeake Beach, MD 20732
(202) 246-3533, sehendley@gmail.com

Elected Director

Terri Wallace, Department of New York
2278 Olmstead Road, Bloomfield, NY 14469
(585) 739-1863, terrideewallace@gmail.com

Designated Director

Kathy Dungan, Department of Mississippi
ALA National Vice President
5059 Timberlane Road, Wesson, MS 39191
(601) 643-2383, kdungan@hughes.net

Designated Director

Mary "Dubbie" Buckler, Department of Indiana
ALA National Secretary
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500, natlsecy@ALAforVeterans.org

Appointed Director – National Finance Comm.

Sharon Conatser, Department of Illinois
Past National President (2015-2016)
709 Richards Lane, Champaign, IL 61820
(217) 359-4211, sconatser44@live.com

Ex-Officio Director

Diane Duscheck, Department of Wisconsin
ALA National Vice President
5064 N. Elkhart Avenue, Whitefish Bay, WI 53217
(414) 967-9116, ddianeddiane@gmail.com

Honorary Director

David K. Rehbein, Past National Commander,
The American Legion (2008-2009)
1505 Douglas Avenue, Ames, IA 50010
(515) 232-9299, davidrehbein@msn.com



Established in 2007, the American Legion Auxiliary Foundation (ALAF) is a nonprofit 501(c)3 subsidiary organization of the American Legion Auxiliary. It is comprised of elected, designated, and appointed directors, and founded to assist in carrying out the educational, charitable, and other exempt purposes of the American Legion Auxiliary by raising funds for, assisting in conduct of, and providing support to the Auxiliary's programs.

ALA Foundation Awards and Submission Deadlines:

A. Department Award: Department Contribution Recognition

- Award: Citation and recognition at National Convention
- Presented to: National Executive Committee members from two departments
- Criteria: Award (s) will be presented to two departments contributing the largest donation per total department membership as of June 1, 2018.

B. Department Award: Fundraising Special Event Recognition

- Award: Citation and recognition at National Convention
- Presented to: National Executive Committee members from two departments
- Criteria: Award (s) will be presented to two departments contributing the largest donation based on a one-time fundraising special event for the ALA Foundation. Departments must send a one-paragraph description of the fundraising event and the total amount raised to ALAFoundation@ALAforVeterans.org by June 1, 2018.

C. Division Award: Division Contribution Recognition

- Award: Citation and recognition at National Convention
- Presented to: Division vice president
- Criteria: Award will be presented to the division that contributed the most funds to the ALA Foundation as of June 1, 2018.

BLANK PAGE



MISSION OUTREACH PROGRAMS

- ALA GIRLS NATION
- AMERICANISM
- CHILDREN & YOUTH
- COMMUNITY SERVICE
- EDUCATION
- JUNIOR ACTIVITIES
- LEGISLATIVE
- LIAISON TO CHILD WELFARE FOUNDATION
- NATIONAL SECURITY
- POPPY
- VETERANS AFFAIRS & REHABILITATION

BLANK PAGE



2017 - 2018 Annual Supplement to the Programs Action Plan ALA Girls Nation

Committee Contact Information

ALAGirlsNation@ALAforVeterans.org



National Chairman

Lisa Chaplin, Department of Virginia
8612 Den Bark Drive, North Chesterfield, VA 23235
(804) 641-1400
lisachaplin@lexacom.net

National Vice Chairman

Carrie Davenport, Department of New York
340 Franklin Avenue, Dunkirk, NY 14048
(716) 640-8695
nyaladavenport@gmail.com

Committee Member

Laura Calteux, Department of Wisconsin
7012 West Squire Avenue, Greenfield, WI 53220
(414) 379-2943
lauracalteux@yahoo.com

Committee Member

Laura Mosby, Department of Missouri
6016 N. Broadway St., Gladstone, MO 64118
(816) 721-3653
lmosby@att.net

Committee Member

Donna Thurman, Department of Kentucky
86 Hollow Bridge Dr., Elizabethtown, KY 42701
(270) 268-3296
donna Thurman113@yahoo.com

Central Division Chairman

Jessica Catron Kent, Department of Missouri
22010 Tall Oaks Road, Warrenton, MO 63383
(636) 359-0706
jessicacatronkent@gmail.com

Eastern Division Chairman

Lisamarie McCarley, Department of Delaware
62 Wesley Drive, Hockessin, DE 19707
(302) 766-4670
lisamccarley@comcast.net

Northwestern Division Chairman

Tamara Opland, Department of Minnesota
4111 Meadow Parkway, Apt. D
Hermantown, MN 55811
(218) 390-7134
tamaraopland@gmail.com

Southern Division Chairman

Thelma Anne Starke, Department of Virginia
3817 Chatham Circle, Norfolk, VA 23513
(757) 348-6363
tannestarke@msn.com

Western Division Chairman

Linda Workman, Department of California
1039 Santa Lucia Drive, Pittsburg, CA 94565
(925) 709-9557
linda@workmanmail.com

National Headquarters Program Coordinator

Dana Kosco
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4557
dkosco@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the ALA Girls Nation Committee page
at www.ALAforVeterans.org.



What is this program and why do we have it?

American Legion Auxiliary units in all 50 states proudly host ALA 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 actively running a mock government. Assistance from dedicated ALA volunteers ensures the program’s nonpartisan 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 long-term friendships.

Two girls are selected from each ALA Girls State program to attend ALA Girls Nation. ALA Girls Nation “senators” meet for a week in Washington, D.C. where they run for political office, campaign, debate for the passage of legislation, and meet with U.S. Congressmen and Senators from their states. Capping off the week of ALA Girls Nation is a possible meeting with the President of the United States at the White House. This year, ALA Girls Nation will convene July 21-28, 2018.

Please send at least one member of your ALA Girls State staff to the ALA Girls State Leadership Conference in Indianapolis, Ind. held September 22-24, 2017.

ALA Girls Nation and the 2014-2019 ALA Centennial Strategic Plan: As our single most consistent community outreach program, ALA Girls Nation and ALA Girls State help us cast a wider membership net (Goal 1) and raise awareness of our mission (Goal 5) with a population that can have a positive impact on our organization, our mission, and our nation.

ALA Girls State 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 ALA Girls State chairman is required to submit a narrative report by **January 5, 2018** to the division ALA Girls Nation chairman, plus copy the national ALA Girls Nation 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 ALA Girls State chairman is required to submit a narrative report by **May 15, 2018** to the division ALA Girls Nation chairman, plus copy the national ALA Girls Nation chairman. Members and units should follow their department’s protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Americanism

Committee Contact Information

americanism@ALAforVeterans.org



National Chairman

Martha Corriher, Department of North Carolina
950 Daugherty Road China Grove, NC 28023
ncusa1993@hotmail.com
704-857-8825

National Vice Chairman

Cindy Kokernak, Department of Virginia
P.O. Box 400 Linden, VA 22642
(763) 753-8247
cyndisueva@aol.com

Committee Member

Margaret Blankenship, Department of Alaska
334 N Hoyt St Apt 2 Anchorage, AK 99508
(907) 258-3259
carmar4243@gmail.com

Committee Member

Cindy Newton, Department of Louisiana
15154 West Hoffman Road Hammond, LA 70403
(985) 386-0013
skippernewton@yahoo.com

Central Division Chairman

Joan Chwala, Department of Wisconsin
W 13567 County Road M Gilman, WI 54433
(715) 668-5661
ctr68552@centurytel.net

Eastern Division Chairman

Sandy Seecat, Department of New York
46 Florendin Dr. Henriettea, NY 14467
(336) 552-3274
seacatala2@yahoo.com

Northwestern Division Chairman

Sherry Woltjer, Department of South Dakota
408 1/2 N Washington Ave #2
Dell Rapids, SD 57022
(605) 201-2361
sherrywoltjer@yahoo.com

Southern Division Chairman

Brenda Toppin, Department of North Carolina
116 Roberts Road Edenton, NC 27932
(252) 482-7706
brendatoppin@hotmail.com

Western Division Chairman

Jo Ann Bujarski, Department of Idaho
522 W Welch Street Meridian, ID 83646
(208) 288-1324
jambujarski@yahoo.com

National Headquarters Program Coordinator

Chrystal Daulton
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
cdaulton@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Americanism Committee page at
www.ALAforVeterans.org.



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

The Americanism program promotes patriotism and responsible citizenship. Americanism and the 2014-2019 ALA Centennial Strategic Plan: Promoting patriotism and responsible citizenship help us fulfill our brand promise (Goal 5) by giving U.S. citizens a chance to participate in our mission by feeling patriotic and demonstrating their support in an active, visible way.

Americanism 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 Americanism committee contact information may be found on the Americanism committee page on the national website, www.ALAforVeterans.org.

- A. **Unit Award:** Dorothy Pearl Most Outstanding Unit Americanism Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

- B. **Department Award:** Best Department Americanism Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

- C. **Americanism Essay Contest**
 - 2017 – 2018 Theme: “What can I personally do to promote Americanism in my school or community?”
 - All department adjudicated entries must be sent by the department chairman to her national division chairman emailed or postmarked by April 15, 2018.

(Americanism continued...)



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 by **January 5, 2018** to the division Americanism chairman, plus copy the national Americanism 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 Americanism chairman is required to submit a narrative report by **May 15, 2018** to the division Americanism chairman, plus copy the national Americanism chairman. Members and units should follow their department's protocol and deadlines.



**AMERICANISM ESSAY CONTEST
2018 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 after convention.

Essay Title: *"What can I personally do to promote Americanism in my school or community?"*

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, 2018

Americanism



2017 - 2018 Annual Supplement to the Programs Action Plan Children & Youth

Committee Contact Information

children&youth@ALAforVeterans.org



National Chairman

Kathy Daudistel, Department of Kentucky
113 Washington Avenue, Bellevue, KY41073
(859) 802-6757
kathyd@twc.com

National Vice Chairman

Sue Gooch, Department of North Carolina
6102 Old Roxboro Road, Oxford, NC 27565
(919) 690-8096
shgoochnc2@aol.com

Committee Member

Bev Copple, Department of Iowa
1400 280th Street, Salix, IA 51052
(712) 946-5923
sloancafe@aol.com

Central Division Chairman

Luella Buske, Department of Illinois
904 N Van Buren, Litchfield, IL 62056
(217) 556-7440
luellabuske@yahoo.com

Eastern Division Chairman

Joan Rienhoel, Department of Pennsylvania
61 Gold Mine Road, Tower City, PA 17980
(717) 647-4824
denise@epix.net

Northwestern Division Chairman

Teresa Huntimer, Department of South Dakota
107 East 4th Street, Dell Rapids, SD 57022
(605) 351-8470
thuntimer@gmail.com

Southern Division Chairman

Linda Laws, Department of North Carolina
2031 36th Street NE, Hickory, NC 28601
(828) 256-7220
ldlaws@yahoo.com

Western Division Chairman

Darlene Allen, Department of New Mexico
P.O. Box 21055, Albuquerque, NM 87154
(505) 321-1974
da_abq@yahoo.com

National Headquarters Program Coordinator

Kristin Hinshaw
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4556
khinshaw@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Children and Youth Committee
page at www.ALAforVeterans.org.



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

The Children & Youth program emphasizes protecting, caring for and supporting children and youth, particularly those of veterans and military families. Children & Youth and the 2014-2019 ALA Centennial Strategic Plan: By protecting, caring for, and supporting children and youth, particularly those of veterans and military families, ALA members fulfill our brand promise (Goal 5) of being community leaders and responsible American citizens while caring for military families. In doing so, we are building a future membership base (Goal 1) among our target demographic, military families.

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:

- 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 Children & Youth committee contact information may be found on the Children & Youth committee page on the national website, www.ALAforVeterans.org.

- A. **Unit Award:** Most Outstanding Unit Children & Youth Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. **Department Award:** Best Department Children & Youth Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

(Children & Youth continued...)



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 by **January 5, 2018** to the division Children & Youth chairman, plus copy the national Children & Youth 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 Children & Youth chairman is required to submit a narrative report by **May 15, 2018** to the division Children & Youth chairman, plus copy the national Children & Youth chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Community Service

Committee Contact Information

communityservice@ALAforVeterans.org



National Chairman

Beth McGinn, Department of Delaware
26276 Cove Drive, Millsboro, DE 19966
(302) 947-2984
beth1011@msn.com

National Vice Chairman

Ree Ann Ross, Department of Pennsylvania
959 Ross Rd, Sugar Run, PA 18846
(570) 746-1316
reeross@frontier.com

Committee Member

Teri Miller, Department of Illinois
315 W Republic St, Peoria, IL 61604
(309) 688-9088
miller5058@att.net

Committee Member

Ann Rehbein, Department of Iowa
1505 Douglas, Ames, IA 50010
(515) 232-9299
amrehbein@msn.com

Committee Member

Karen Smith, Department of Arizona
1567 San Antonio Dr, Douglas, AZ 85607
(520) 249-1119
ksmith111@cox.net

Central Division Chairman

Martha Setlock, Department of Ohio
38504 Courtland Dr, Willoughby, OH 44094
(440) 951-2227
msetlock@sbcglobal.net

Eastern Division Chairman

Karen Franzese, Department of Connecticut
20 Washington St, Fl. 1, Naugatuck, CT 06770
(203) 632-8695
karenfranzese@gmail.com

Northwestern Division Chairman

Donna Arends, Department of Minnesota
4060 - 140th Ave NE, Raymond, MN 56282
(320) 262-9321
donnaarends7@gmail.com

Southern Division Chairman

Sallie Rossman, Department of Virginia
110 Forest Ct, Danville, VA 24540
(434) 836-8101
sabrossman@comcast.net

Western Division Chairman

Robin Falkenberg, Department of California
637 Horn Ct, Marina, CA 93933
(831) 233-1639
sterling.rose50@gmail.com

National Headquarters Program Coordinator

Sharon Riegsecker
1608 K St NW, Washington DC 20006
(202) 861-1351
sriegsecker@ALAforVeterans.org

**For the most up-to-date contact information,
please visit the Community Service Committee
page at www.ALAforVeterans.org.



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

By being visible in our localities, the Community Service program demonstrates who we are, what we do, and why we matter. Community Service and the 2014-2019 ALA Centennial Strategic Plan: While building community awareness of the ALA and its mission, ALA members serve as brand advocates (Goal 5) through involvement in community activities.

Community Service Program 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 Community Service committee contact information may be found on the Community Service committee page on the national website, www.ALAforVeterans.org.

- A. **Unit Award:** Most Outstanding Unit Community Service Program
 - Deadline June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. **Department Award:** Best Department Community Service Program
 - Deadline June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

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 by **January 5, 2018** 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 by **May 15, 2018** to the division



Community Service chairman, plus copy the national Community Service chairman.
Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Education

Committee Contact Information

education@ALAforVeterans.org



National Chairman

Vickie Koutz, Department of Indiana
211 W. Sycamore Street, Boonville, IN 47601
(812) 305-5498
vkoutz@aol.com

National Vice Chairman (2nd of 3)

Anselma Obremski, Department of Maryland
14112 Adkins Rd, Laurel, MD 20708
anselma2@verizon.net
(301) 490-4630

Committee Member (3rd of 3)

Joe Anne Jackson, Department of Connecticut
110 Turnbull Rd, New Hartford, CT 06057
(860) 379-2280
2joesinnewhartford@gmail.com

Committee Member (1st of 3)

Linda Feezer, Department of Wyoming
831 So. McKinley, Casper, WY 82601
(307) 234-0246; Cell (307) 258-0760
moke49@msn.com

Central Division Chairman

Kathy Cisna, Department of Illinois
813 Lincoln Ave, Mattoon, IL 61938
Cell (217) 246-5795
kfcisna@gmail.com

Eastern Division Chairman

Julianne Jandik, Department of New Jersey
22 South First Avenue, Mine Hill, NJ 07803
(973) 584-8660
chuckandjuli121104@gmail.com

Northwestern Division Chairman

Debra Albers, Department of Nebraska
1759 Rd. 5200, Davenport, NE 68335
(402) 365-4132; Cell (402) 364-3162
dalbers727@gmail.com

Southern Division Chairman

Bette McMorrow, Department of South Carolina
4089 Lakeshore Drive, Little River, SC 29566
(843) 281-8513
Timbet1@aol.com

Western Division Chairman

Josephine Herrera, Department of Arizona
P.O. Box 1139, Glendale, AZ 85311
(623) 915-5541; Cell (623) 340-5936
Jherrera268@aol.com

National Headquarters Program Coordinator

Kristin Hinshaw
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4556
khinshaw@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Education Committee page at
www.ALAforVeterans.org.



What is this 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 servicemembers. The Education Program and the 2014-2019 ALA Centennial Strategic Plan: Through classroom activities, literacy programs, scholarship promotion and support of education beyond high school, ALA members build brand loyalty and awareness of the ALA's mission (Goal 5) through their education-related community service projects.

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.

- A. Unit Award: Most Outstanding Unit Education Program**
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. Department Award: Best Department Education Program**
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

Scholarships

Note: Scholarship applications are available for download on the national website, www.ALAforVeterans.org/scholarships.

- A. Children of Warriors National Presidents' Scholarship**
 - Scholarship applications should be sent to your local ALA unit
 - Deadline: March 1, 2018



- B. **The Non-Traditional Student Scholarship**
- Scholarship applications should be sent to your local ALA unit
 - Deadline: March 1, 2018
- C. **Spirit of Youth Scholarship**
- Scholarship applications should be sent to your local ALA unit
 - Deadline: March 1, 2018

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 by **January 5, 2018** 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 by **May 15, 2018** to the division Education chairman, plus copy the national Education chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Junior Activities

Committee Contact Information

junioractivities@ALAforVeterans.org



National Chairman

Pam Ray, Department of Illinois
6410 Wind Hill Drive, Springfield, IL 62711
(217) 741-6849
sparkle1979@hotmail.com

National Vice Chairman

Doreen Gallagher, Department of New Jersey
601A Lake Point Drive, Lakewood, NJ 08701
(732) 685-9541
doreengal@hotmail.com

Committee Member

Lynda Lancaster, Department of West Virginia
PO Box 1511, Mathews, VA 23109
(304) 676-3979
lancasterl@aol.com

Committee Member

Marsha Bible, Department of Minnesota
5602 West Oakes Drive, Saint Cloud, MN 56303
(320) 252-3864 Cell: (320) 257-8850
marsha.bible@gmail.com

Central Division Chairman

Jeanne Haas, Department of Kansas
600 Arrowhead Street, New Strawn, KS 66839
(620) 364-5893 Cell: (620) 437-6398
debra.j.haas@gmail.com

Eastern Division Chairman

Dara Oliver, Department of New York
131 Indigo Cove Place,
Melbourne Beach, FL 32951
(321) 543-1069
doliver1@att.net

Northwestern Division Chairman

Amanda Washburn, Department of Nebraska
5230 N. 148th Street, Lincoln, NE 68527
(402) 480-1472
amandafaye33@gmail.com

Southern Division Chairman

Gabriele Barnett, Department of Georgia
258 Calloway Court, Evans, GA 30809
(706) 951-3906
barnettgabriele@hotmail.com

Western Division Chairman

Angelina McKinney, Department of Oregon
2525 Ceasar E. Chavez Blvd., Portland, OR 97212
(971) 806-8696 Cell: (503) 284-8777
angelmic71@gmail.com

National Headquarters Program Coordinator

Kristin Hinshaw
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4556
khinshaw@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Juniors Activities Committee page
at www.ALAforVeterans.org.



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

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. Junior Activities and the 2014-2019 ALA Centennial Strategic Plan: Inspiring active participation by ALA members age 17 and under, the Junior Activities program builds a strong future for the ALA by engaging productive members to carry on its mission for life. (Goals 1 and 3)

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.

- A. **Member Award:** Junior Member of the Year
 - Deadline June 1, 2018
 - Unit chairman must send to National Headquarters to the Junior Activities Program Coordinator/Committee Liaison via email
- B. **Unit Award:** Most Outstanding Unit Junior Activities Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- C. **Department Award:** Best Department Junior Activities Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- D. **National Award:** Best Media Coverage of Activity or Project
 - Deadline June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.



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 by **January 5, 2018** 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 by **May 15, 2018** to the division Junior Activities chairman, plus copy the national Junior Activities chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Legislative

Committee Contact Information

legislative@ALAforVeterans.org



National Chairman

Carol Edwards, Department of South Dakota
20616 Maitland Road, Lead, SD 57754
(605) 578-3435; Cell (605) 645-3142
auxcarol@wildblue.net

National Vice Chairman

Edwina Koman, Department of Pennsylvania
217 Cortez Dr, Washington, PA 15301
(724) 222-1874
dakelk@verizon.net

Committee Member

Eleanor Amato, Department of Florida
892 Catfish Ave, New Smyrna Beach, FL 32169
(386) 427-1168
amatoellie@aol.com

Committee Member

Gloria Fochtman-Haygood,
Department of Alabama
2521 Hwy 17, Montevallo, AL 35115
(295) 531-9227
glorealty1@yahoo.com

Central Division Chairman

Sue Verville, Department of Michigan
112 Playground Rd, Iron River, MI 49935
(906) 265-9484
sverville11@hotmail.com

Eastern Division Chairman

Lisa Rojek, Department of New Hampshire
8 Meredith Ln, Ctr. Barnstead, NH 03225
(603) 776-2968
lmrojek57@gmail.com

Northwestern Division Chairman

Gayla Schmid, Department of Nebraska
203 Esplanade St, Bellwood, NE 68624
(402) 538-5275
ksgs41001@reagan.com

Southern Division Chairman

Marty Peters, Department of Texas
1005 N. Main St, Cleburne, TX 76033
(817) 475-2885
marty54@sbcglobal.net

Western Division Chairman

LuAnn Capazzi, Department of California
716 W Dolphin Ave, Ridgecrest, CA 93555
(760) 977-0240
lkcapazzi@mchsi.com

National Headquarters Program Coordinator

Sharon Riegsecker
1608 K St NW, Washington DC 20006
(202) 861-1351
sriegsecker@ALAforVeterans.org

**For the most up-to-date contact information,
please visit the Legislative Committee page at
www.ALAforVeterans.org.



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

The Legislative Program provides information and assistance to American Legion Auxiliary members to advocate for the legislative agenda of The American Legion. The Legislative Program and the 2014-2019 ALA Centennial Strategic Plan: While advocating for the legislative agenda of The American Legion, Auxiliary members raise awareness for our mission and increase brand loyalty (Goal 5).

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 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.

- A. **Unit Award:** Most Outstanding Unit Legislative Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above
- B. **Department Award:** Best Department Legislative Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above

(Legislative continued...)



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 by **January 5, 2018** 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 by **May 15, 2018** to the division Legislative chairman, plus copy the national Legislative chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Liaison to The American Legion Child Welfare Foundation

Committee Contact Information

children&youth@ALAforVeterans.org



National Chairman

Linda Newsome, Past National President (1994-1995)
Department of Maryland
1204 Marshall Lane, Waldorf, MD 20602-2985
(301) 843-8479
lindanewsome1995@gmail.com

National Vice Chairman

Kristine S. West, Past National President (2000-2001)
Department of New Hampshire
41 Woodgate Court, Manchester, NH 03103-3069
(603) 622-9221
kriswest2000@msn.com

Committee Member

Kathy Daudistel, national Children & Youth Chairman
Department of Kentucky
113 Washington Ave., Bellevue, KY 41073
(859) 802-6757
kathyd@twc.com

National Headquarters Program Coordinator

Kristin Hinshaw
8945 N. Meridian St. Suite 200, Indianapolis, IN 46260
(317) 569-4556
children&youth@ALAforVeterans.org

** For the most up-to-date contact information, please visit the
Children & Youth page at www.ALAforVeterans.org.

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

The Liaison to The American Legion Child Welfare Foundation's goal is to educate members and the general public about the Child Welfare Foundation (CWF), its mission, and to provide financial assistance to The American Legion in their efforts to award grants to youth-serving nonprofit organizations. The Liaison to The American Legion Child Welfare Foundation and the 2014-2019 ALA Centennial Strategic Plan: Dedicated to the betterment of all children, Legion Family members who raise funds and award grants through the Child Welfare Foundation build brand loyalty (Goal 5).

American Legion Child Welfare Foundation Awards

- A. **Department Award: U.S. "Udie" Grant Legacy Award**
- Award: Plaque
 - Presented to: One department
 - Materials and guidelines:
 - Presented at ALA National Convention to the top department based on combined total contributions of The American Legion Family during the contribution year (June 1 through May 31).
- B. **Department Award: Garland M. Murphy Jr. Award**
- Award: Plaque
 - Presented to: One department from each organization of The American Legion Family
 - Materials and guidelines:
 - Presented to one department from each organization of the Legion Family with the greatest contributions to The American Legion Child Welfare Foundation during the contribution year (June 1 through May 31).
 - Presented by The American Legion.
- C. **Department Award: Excellence Award**
- Award: Plaque
 - Presented to: Ten departments from each organization of The American Legion Family
 - Materials and guidelines:
 - Presented to one of 10 departments from each organization of the Legion Family with the highest per capita contribution average to the American Legion Child Welfare Foundation during the contribution year (June 1 through May 31).
 - Citations will be mailed to runners-up.
- D. **Department Award: Meritorious Achievement Award**
- Award: Plaque
 - Presented to: One department from each organization of The American Legion Family
 - Materials and guidelines:



- Presented to the top department from each organization of the Legion Family with the highest increase in per capita giving to the American Legion Child Welfare Foundation during the contribution year (June 1 through May 31).
- E. Department Award: “Heritage Circle” Gift Club**
- Award: Plaque
 - Presented to: Departments of The American Legion Family
 - Materials and guidelines:
 - Presented for their cumulative donations to The American Legion Child Welfare Foundation during the contribution year (June 1 through May 31).
 - Plaques will be mailed September 1.
 - Benefactor Level - \$5,000
 - Patron Level - \$2,500
 - Sponsor Level - \$1,000
- F. Unit Award: “Children First” Gift Club**
- Award: Plaque
 - Presented to: Units
 - Materials and guidelines:
 - Presented for their cumulative donations to The American Legion Child Welfare Foundation during the contribution year (June 1 through May 31).
 - Guardian Level - \$1,000
 - Advocate Level - \$750
 - Caretaker Level - \$500
- G. Unit Award: 100% Per Capita Banner Program**
- Award: Banner
 - Presented to: Units
 - Materials and guidelines:
 - Presented to units donating at least one dollar for each member to The American Legion Child Welfare Foundation during the contribution year (June 1 through May 31).
 - Application form can be found at www.cwf-inc.org.
- H. Member Award: “Cornerstone” Gift Club**
- Award: Pin
 - Presented to: Members
 - Materials and guidelines:
 - Presented for their cumulative donations to The American Legion Child Welfare Foundation during the contribution year (June 1 through May 31).
 - Foundation Ambassadors - \$1,000
 - President’s Circle - \$500



- Foundation Partners - \$250
- Century Club - \$100

Child Welfare Foundation Reporting for the American Legion Auxiliary

An annual report is not required; however, an annual summary and a mid-year progress report are suggested as tools to gauge the direction and effectiveness of department activities. Department Children & Youth and/or Child Welfare Foundation chairmen should forward these reports to the ALA National CWF Chairman by **January 5, 2018** for mid-year and **May 15, 2018** for annual.

Additional Resources You Can Use

1. The American Legion Child Welfare Foundation: www.cwf-inc.org
2. The Liaison to Child Welfare Foundation page at www.ALAforVeterans.org



2017 - 2018 Annual Supplement to the Programs Action Plan National Security

Committee Contact Information

nationalsecurity@ALAforVeterans.org



National Chairman

Brenda W. Collins, Department of South Carolina
5 Clingstone Dr., Taylors, SC 29687
(864) 630-9744
brendawcollins@charter.net

National Vice Chairman

Patti Williamson, Department of Illinois
405 E Belle Ave, Rantoul, IL 61866
(217) 377-3708
nellazecca@mchsi.com

Committee Member

Joyce Brown, Department of Maryland
607 Pennsylvania Ave Apt. 104,
Baltimore, MD 21201
(443) 590-7114
jaye0713@gmail.com

Committee Member

Mary Anne Casadei, Department of New York
604 Kent St, Rome, NY 13440
(315) 399-1953
marycasadei1247@gmail.com

Committee Member

Evelyn Espinola, Department of Colorado
12123 Johnson Rd Lot 6, Alamosa, CO 81101
(719) 313-1466
whiterain1960@yahoo.com

Central Division Chairman

Shelley Riggs, Department of Ohio
6660 Swing-A-Long Ln, Nashport, OH 43830
(740) 464-2663
sjriggs@columbus.rr.com

Eastern Division Chairman

Carol Hassett, Department of New York
105 Franklin Ave, Malverne, NY 11565
(516) 887-7473
drchassett@optonline.net

Northwestern Division Chairman

Chris Ronning, Department of Minnesota
9806 Valley Forge Ln N,
Maple Grove, MN 55369
(763) 315-0022
cronning1948@gmail.com

Southern Division Chairman

Linda Smiley, Department of South Carolina
1825 Bolin Rd, North Augusta, SC 29841
(706) 831-9624
lindansmiley@comcast.net

Western Division Chairman

Linda Fercho, Department of California
P.O. Box 921, Camarillo, CA 93011
(805) 890-4602
dlfercho93011@yahoo.com

National Headquarters Program Coordinator

Sharon Riegsecker
1608 K St NW, Washington DC 20006
(202) 861-1351
sriegsecker@ALAforVeterans.org

**For the most up-to-date contact information,
please visit the National Security Committee page
at www.ALAforVeterans.org.



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

The National Security program maintains and promotes a strong national defense by strengthening and supporting military servicemembers and their families. The National Security program and the 2014-2019 ALA Centennial Strategic Plan: Maintaining and promoting a strong national defense by supporting servicemembers and their families helps us build brand loyalty (Goal 5) among a target membership population (Goal 1) while keeping us focused on our mission.

National Security 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 National Security committee contact information may be found on the National Security committee page on the national website, www.ALAforVeterans.org.

- A. **Unit Award:** Most Outstanding Unit National Security Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. **Department Award:** Dorothy Pearl Best Department National Security Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- C. **Department Award:** Military Spouse Mentor
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

(National Security continued...)



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 by **January 5, 2018** to the division National Security chairman, plus copy the national 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 by **May 15, 2018** to the division National Security chairman, plus copy the national National Security chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Poppy

Committee Contact Information

poppy@ALAforVeterans.org



National Chairman

Carol T. Robinson, Department of Ohio
8483 Woodgrove Drive Centerville, OH 45458
937-436-1983
abernia@aol.com

National Vice Chairman

Jane McKnight, Department of Kentucky
305 Good Hope Cemetery Road
Oak Grove, KY 42262
(270) 498-9692
undrtrkr3@aol.com

Committee Member

Sue Hembrook, Department of Wisconsin
24215 60th St. Salem, WI 53168
(262) 843-4791
genesuehem@wi.rr.com

Central Division Chairman

Billie O'Hare-Bubala, Department of Indiana
501 Indiana Avenue, P O Box 7
Milltown, IN 47145
(812) 633-2100
billie6025@aol.com

Eastern Division Chairman

Barbra Miller, Department of Pennsylvania
27 Grandville Drive Swoyersville, PA 18704
(570) 288-1879
barbramiller27@verizon.net

Northwestern Division Chairman

Barbara Washburn, Department of Nebraska
455 County Road 7 Ashland, NE 68003
(402) 944-7762
bwashburn827@gmail.com

Southern Division Chairman

Charlene Marshall, Department of Oklahoma
1015 Ave C Beaver, OK 73932
(580) 527-1725
marshall_charlene@rocketmail.com

Western Division Chairman

Carolyn Stromness, Department of Utah
4638 Tina Way Millcreek, UT 84107
(801) 558-8799
cstromness@msn.com

National Headquarters Program Coordinator

Chrystal Daulton
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
cdaulton@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Poppy Committee page at
www.ALAforVeterans.org.



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

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, which relates to Goal 5 of the 2014-2019 ALA Centennial Strategic Plan.

Poppy Contest and 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 Poppy committee contact information may be found on the Poppy committee page on the national website, www.ALAforVeterans.org.

A. **Poppy Poster Contest**

- Deadline: June 1, 2018
- All department adjudicated entries must be sent by the department chairman to her national division chairman postmarked by 5 p.m. EST on the deadline listed above.

B. **Little Miss Poppy**

- Deadline: June 1, 2018
- Department Poppy chairman submits the name, address, unit, and department of the contestant to her national Poppy chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

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

- Deadline: June 1, 2018
- Department chairman sends one entry to her respective division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

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

- Deadline: June 1, 2018
- Department chairman sends one entry to her respective division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.



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 by **January 5, 2018** 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 by **May 15, 2018** to the division Poppy chairman, plus copy the national Poppy chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Veterans Affairs & Rehabilitation (VA&R)

Committee Contact Information

va&r@ALAforVeterans.org



National Chairman

Nicole Clapp, Department of Iowa
903 Freedom Ct Lancaster, WI 53813
608-723-6236; Cell (608) 778-0244
nclapp@grantregional.com

National Vice Chairman (1st of 3)

Pat Kranzow, VAVS Representative
Department of Illinois
10830 Crestview Rd, Countryside, IL 60525
(708) 246-4372
pkranzow@att.net

Committee Member (2nd of 3)

Sharon Neville, VAVS Deputy Representative
Department of North Carolina
107 Bradford Circle, Clayton, NC 27527
(919) 818-6626
snevillebelieve@gmail.com

Committee Member (3rd of 3)

Penny Maklary, Department of Arizona
1354 E. 12th St., Douglas, AZ 85607
(520) 364-5038
ahhpenny@aol.com

Central Division Chairman

Julia Moore, Department of Illinois
P O Box 21 Lena, IL 61048
815-369-4684
jamcps54@yahoo.com

Eastern Division Chairman

Carole Baldwin, Department of Delaware
269 Del Sol Ave Davenport, FL 33837
863-353-8791; Cell (302) 228-8536
carolebaldwin1226@yahoo.com

Northwestern Division Chairman

Carol Kottom, Department of Minnesota
1909 Goldfinch Dr Buffalo, MN 55313
(763) 360-6102
ckakottom@gmail.com

Southern Division Chairman

Marcia Wheatley, Department of Virginia
15530 W Highway 326, Morristown, FL 32668
Work (352) 528-1300; Cell (703) 625-6112
mlwheatley@yahoo.com

Western Division Chairman

Cary Fisher, Department of Utah
590 W 200 S Clearfield, UT 84015
801-733-9312
fisherc98@yahoo.com

National Headquarters Program Coordinator

Chrystal Daulton
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
cdaulton@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Veterans Affairs & Rehabilitation
Committee page at www.ALAforVeterans.org.



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

The Veterans Affairs & Rehabilitation program promotes our mission to enhance the lives of veterans, military and their families. The Veterans Affairs & Rehabilitation Program and the 2014-2019 ALA Centennial Strategic Plan: Our work to enhance the lives of veterans, military and their families provides our members opportunities to serve in volunteer leadership roles within their local Veterans Affairs hospital (Goal 3), which broadens our membership pool (Goal 1) among a target population and builds brand loyalty (Goal 5) with the veterans themselves.

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:

- 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 VA&R committee contact information may be found on the VA&R committee page on the national website, www.ALAforVeterans.org.

Service to Veterans

- B. **Unit Award:** Most Outstanding Unit VA&R Program
 - Deadline: June 1, 2018
 - Send to national VA&R chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- C. **Department Award:** Best Department VA&R Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

National Veterans Creative Arts Festival (NVCAF) support recognition

- A. **NVCAF Award:** NVCAF Support Recognition
 - Deadline: July 31, 2018
 - Send donations to the ALA Foundation to National Headquarters



Veteran Affairs Voluntary Service (VAVS)

- A. **National Award: VAVS Volunteer of the Year /ALA NAC Nominee**
 - Deadline: November 1, 2017
 - Submitted by the chiefs of voluntary service and department chairman to the national VAVS deputy
- B. **Member Award: 10,000 Hour Volunteer Service**
 - Deadline: March 31, 2018
 - Verification of hours must be mailed or emailed to National Headquarters by the first Friday in June
- C. **Member Award: 20,000 Hour Volunteer Service**
 - Deadline: March 31, 2018
 - Verification of hours must be mailed or emailed to National Headquarters by the first Friday in June
- D. **Individual Recognition Award: Volunteer Recruitment & Service Department**
 - Deadline: March 31, 2018
- E. **Individual Recognition Award: 100 Percent VAVS Meeting Attendance**
 - Awarded to each representative and deputy who has 100 percent attendance to VAVS committee meetings at her assigned facility.
- F. **Department Recognition from The American Legion Award: Michael Guty Homeless Veterans Outreach**
 - Deadline: January 15, 2018
 - Entries must be approved by the department adjutant or department employment chairman and sent to The American Legion National Headquarters
- G. **James H. Parke Scholarship**
 - Deadline: November 1, 2017
 - See www.va.gov for information on VAVS, James H. Parke Scholarship

Veterans Affairs & Rehabilitation 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 by **January 5, 2018** 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 by **May 15, 2018** to the division VA&R chairman, plus copy the national VA&R chairman. Members and units should follow their department's protocol and deadlines.



MEMBER SUPPORT COMMITTEES

- AUXILIARY EMERGENCY FUND (AEF)
- HISTORY
- CONSTITUTION & BYLAWS
- LEADERSHIP
- MEMBERSHIP
- PAST PRESIDENTS PARLEY
- PUBLIC RELATIONS

BLANK PAGE



2017 - 2018 Annual Supplement to the Programs Action Plan Auxiliary Emergency Fund (AEF)

Committee Contact Information

aef@ALAforVeterans.org



National Chairman

Elaine Mackenzie, Department of Vermont
P.O. Box 473, Essex Junction, VT 05453
(802) 878-0726
elainemackenzie61@gmail.com

National Vice Chairman

Sue Masten, Department of Ohio
419 Young Dr., Fairborn, OH 45324
(937) 878-8343
gclef419@yahoo.com

Committee Member

Michelle Woodburn, Department of Illinois
201 S. Maple St., El Paso, IL 61738
(812) 305-2164
michellewoodburn@gmail.com

Central Division Chairman

Ann Flanagan, Department of Illinois
409 East Oak Street, New Baden, IL 62265
(618) 588-4522
aflanaganaux@gmail.com

Eastern Division Chairman

Ruth Morgan, Department of Connecticut
8 Norwell St., West Haven, CT 06516
(203) 387-2305
rnw16@hotmail.com

Northwestern Division Chairman

Jean Walker, Department of Minnesota
426 E. Ross Avenue, Warren, MN 56762
(218) 745-6712
jmwalker1992@hotmail.com

Southern Division Chairman

Brenda Smith, Department of Alabama
405 7th St. S, Bessemer, AL 35020
(205) 381-5108
bsmith205@aol.com

Western Division Chairman

Barbara Santillanes, Department of New Mexico
2081 Tapia SW, Albuquerque, NM 87105
(505) 873-6018
bsantillanes@centurylink.net

National Headquarters Committee Liaison

Amanda Ginter
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
aginter@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Auxiliary Emergency Fund
Committee page at www.ALAforVeterans.org.



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

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

Auxiliary Emergency Fund and the 2014-2019 ALA Centennial Strategic Plan: By providing temporary financial assistance to members in need, the AEF increases brand loyalty (Goal 5) and helps us retain members. (Goal 1)

Auxiliary Emergency Fund Awards Deadlines:

- A. **Department Award:** Largest Contribution
 - Deadline: June 1, 2018

- C. **Unit Award:** Unit Contributing the Largest Amount (per capita)
 - Deadline: June 1, 2018

- D. **Department Award:** Department Contributing the Largest Amount (per capita)
 - Deadline: June 1, 2018

Auxiliary Emergency Fund 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 AEF chairman is required to submit a narrative report by **January 5, 2018** to the division AEF chairman, plus copy the national AEF 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 AEF chairman is required to submit a narrative report by **May 15, 2018** to the division AEF chairman, plus copy the national AEF chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan History

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

The heart of any organization's history is in its records – items that officers, members, directors, staff, and volunteers have produced and compiled over the years. They provide unique testimony to the achievements of an organization. History and the 2014-2019 ALA Centennial Strategic Plan: Preservation of the ALA history helps us define our core values through time (Goal 2).

History 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 History chairman is required to submit a narrative report by **January 5, 2018** to the national History 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 History chairman is required to submit a narrative report by **May 15, 2018** to the national History chairman. Members and units should follow their department's protocol and deadlines.

Committee Contact Information

history@ALAforVeterans.org



National Chairman

Cathi Taylor, Department of Indiana
8945 N. Meridian St. Suite 200, Indianapolis, IN 46260
(317) 569-4500
ctaylor@ALAforVeterans.org

National Vice Chairman

K. Lynne Wild, Department of Nebraska
1519 N. 71st Street, Lincoln, NE 68505
(402) 464-1191
klwild@inebraska.com

Committee Member

Deborah Blanch, Department of Virginia
51 Richland Dr., Newport News, VA 23608
(757) 877-9399
dr.deborahblanch@yahoo.com

Committee Member

Kenya Ostermeier, Department of Indiana
1222 Arlington Drive, Greenfield, IN 46140
(317) 462-1321
jkost36@att.net

National Headquarters Committee Liaison

Cathi Taylor
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
ctaylor@ALAforVeterans.org



2017 - 2018 Annual Supplement to the Programs Action Plan Constitution & Bylaws

Committee Contact Information

constitution&bylaws@ALAforVeterans.org



National Chairman

Denise Delaney-Wrolen, Department of Indiana
PO Box 202, Hobart, IN 46342
(219)-771-6887
dad202@aol.com

National Vice Chairman

Betsy Lee Hodges, Department of North Carolina
102 Dogwood Drive, Washington, NC 27889
(252) 975-4790
blh1480@hotmail.com

Committee Member

Vickie Thrower, Department of Alabama
925 Pea Ridge Circle, Union Grove, AL 35175
(256) 759-4281
vickie.thrower@yahoo.com

Committee Member

Jeri Brooks-Greenwell, Department of Maine
P.O. Box 715 Grover Hill Road, Bethel, ME 04217
(207) 890-3542
jbg@megalink.net

Committee Member

Diana Sirovina, Department of Wisconsin
9428 W Eden Place, Milwaukee, WI 53228
(414) 881-9581
sirovina@att.net

National Headquarters Committee Liaison

Julie Schafer
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
jschafer@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Constitution & Bylaws Committee
page at www.ALAforVeterans.org.



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

The Constitution & Bylaws program 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.

Constitution & Bylaws and the 2014-2019 ALA Centennial Strategic Plan: Properly written, reviewed and updated documents, policies and procedures strengthen our organization at all levels through clarification of roles and responsibilities (Goal 4). This creates an environment that allows goodwill to develop and grow (Goal 2).

Constitution & Bylaws Reporting:

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 Constitution & Bylaws chairman is required to submit a narrative report by **May 15, 2018** to the national Constitution & Bylaws chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Leadership

Committee Contact Information

leadership@ALAforVeterans.org



National Chairman

Norma Tramm, Department of Minnesota
29052 County Road 50, Cold Spring, MN 56320-9642
(320) 493-8509
ntramm@juno.com

National Vice Chairman

Virginia Nelsen, Department of Nebraska
427 North Main Street, Valentine, NE 69201
(402) 376-2443
dvnelson@hotmail.com

Committee Member

Suzanne Knapp, Department of Michigan
22625 Arcadia, St. Clair Shores, MI 48082
(586) 596-5494
suzanne.knapp26@gmail.com

Committee Member

Sue Campbell, Department of North Carolina
114 Bayview Trail, Edenton, NC 27932
(252) 482-2386
sweetsue1950@embarqmail.com

Central Division Chairman

Ann Crawford, Department of Iowa
1307 Iowa Ave., Onawa, IA 51040
(712) 423-2096
acrawford@longlines.com

Eastern Division Chairman

Karyl Horn, Department of New Hampshire
20 Bunker Lane, Madbury, NH 03823
(603) 988-8267
karylh@comcast.net

Northwestern Division Chairman

Shirley Frederick, Department of Minnesota
32711st St. NW, Hackensack, MN 56452
(218) 675-6443
shirley.a.frederick@gmail.com

Southern Division Chairman

Valerie Brown-Debro, Department of Georgia
2760 Weatherstone Circle SE, Conyers, GA 30094
(404) 201-5138
valerie.debro@yahoo.com

Western Division Chairman

Mary Lou Lopez, Department of New Mexico
10901 Hagen NE, Albuquerque, NM 87111
(505) 298-6214
india075@msn.com

National Headquarters Committee Liaison

Amanda Ginter
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
aginter@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Leadership Committee page at
www.ALAforVeterans.org.



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

The Leadership program raises awareness of ALA leadership development opportunities. The Leadership program and the 2014-2019 ALA Centennial Strategic Plan: In support of Goal 3 (Develop Leadership at All Levels), the Leadership committee raises awareness of leadership development opportunities through how to sheets and online resources.

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 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 Leadership committee contact information may be found on the Leadership committee page on the national website, www.ALAforVeterans.org.

- A. **Unit Award:** Most Outstanding Unit Leadership Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. **Department Award:** Best Department Leadership Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.

Leadership 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 Leadership chairman is required to submit a narrative report by **January 5, 2018** to the division Leadership chairman, plus copy the national Leadership 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 Leadership chairman is required to submit a narrative report by **May 15, 2018** to the division Leadership chairman, plus copy the national Leadership chairman. Members and units should follow their department's protocol and deadlines.



2017 - 2018 Annual Supplement to the Programs Action Plan Membership

Committee Contact Information

membership@ALAforVeterans.org



National Chairman

Donna Ray, Department of Ohio
5724 Willnean Dr., Milford, OH 45150
(513) 831-7125
rrayent@aol.com

National Vice Chairman

Jane Benzel, Department of South Dakota
27949 Horse Camp Rd., Hot Springs, SD 57747
(605) 745-6375
jane.sdala@gmail.com

Committee Member

Peggy Monroe, Department of Tennessee
102 Poplar Dr., Collinwood, TN 38450
(931) 284-9920
peggymonroe39@gmail.com

Committee Member

Ann Buchanan, Department of West Virginia
105 Cheyenne Trl., Ona, WV 25545
(304) 654-9932
annbuch@aol.com

Central Division Chairman

Karen Lowe, Department of Indiana
7108 Westhaven Cir Apt 208, Zionsville, IN 46077
(317) 769-1055
kloweala29@hotmail.com

Eastern Division Chairman

Paulette Caron, Department of Maryland
602 Arbor Trace Dr. Unit 208, Frederick, MD
21703
(240) 446-8899
paulette3165@gmail.com

Northwestern Division Chairman

Regina Whipple, Department of South Dakota
PO Box 337, Clear Lake, SD 57226
(605) 874-4678
momwhip@hotmail.com

Southern Division Chairman

Sylvia Chess, Department of Texas
6021 Wisner Ave., Fort Worth, TX 76133
(817) 789-1933
sylvia.chess2014@gmail.com

Western Division Chairman

Jan Cushing, Department of Arizona
20089 N Pinewish Ct., Surprise, AZ 85374
(623) 544-0797
gcushing@cox.net

National Headquarters Committee Liaison

Kelly Harrier
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4500
kharrier@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Membership Committee page at
www.ALAforVeterans.org.



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

The role of the national Membership Committee is to encourage and support the nationwide effort to attract and retain a diverse, active membership and establish new units to ensure the future of the American Legion Auxiliary. Members enable us to carry out our mission to assist veterans, military, and their families. Membership and the 2014-2019 ALA Centennial Strategic Plan: By living our values, the members of the national Membership Committee encourage and support the nationwide effort to attract, engage and retain a diverse, active membership – person by person – to ensure the future of the American Legion Auxiliary. (Goals 1 – 5)

By honoring our veterans and military through meaningful service, the American Legion Auxiliary will grow membership by our centennial anniversary. In order to grow the organization, we must let members know that they are the Auxiliary's most valuable asset. *Note: Our centennial anniversary will be celebrated during the 2019-2020 administrative year.*

Membership Awards Deadlines and Submission Requirements:

- A. **Member Award: R5 – Recruit/Rejoin**
- Award: Special gift from the national Membership chairman
 - Presented to: Members
 - Deadline: May 1, 2018
 - Materials and guidelines:
 - Award will be presented to members who recruit or rejoin five or more Auxiliary Junior or senior members. Rejoins must not have paid dues after 2015.
 - Send to National Headquarters, Attn: Membership Division.
 - One entry per recruiter.
 - All verified entries will be eligible for \$250 cash drawing.
- B. **Member Award: Silver Brigade**
- Award: Special gift from the national president
 - Presented to: Members
 - Deadline: May 1, 2018
 - Materials and guidelines:
 - Award will be presented to members who recruit 25 or more new senior Auxiliary members.
 - Send to National Headquarters, Attn: Membership Division.
 - All verified entries will be eligible for a \$500 cash drawing.
 - One gift per recruiter.
- C. **Department Award: All Treats No Tricks**
- Award: \$1,000
 - Presented to: Departments
 - Deadline: October 31, 2017



- Materials and guidelines:
 - Award will be presented to departments that have no units with ‘0’ membership as of October 31.
 - To qualify, National Headquarters must receive membership by October 31.

D. Department Award: Find Your Pot ‘O’ Gold

- Award: \$500
- Presented to: Departments
- Deadline: March 17, 2018
- Materials and guidelines:
 - Award will be presented to departments that have no units with ‘0’ membership as of March 17.
 - To qualify, National Headquarters must receive membership by March 17.
 - Departments that received the ‘All Treats No Tricks’ Award are not eligible.

Membership 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 Membership chairman is required to submit a narrative report by **January 5, 2018** to the division Membership chairman, plus copy the national Membership 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 Membership chairman is required to submit a narrative report by **May 15, 2018** to the division Membership chairman, plus copy the national Membership chairman. Members and units should follow their department’s protocol and deadlines.

Seating at National Convention

Seating at National Convention will be based on best overall membership performance. Overall membership performance will be based on a comparison of total 2017 membership as of 30 days prior to 2017 National Convention and total 2018 membership as of 30 days prior to 2018 National Convention.

Renewal Notice Schedule

The first renewal notice will be mailed by September 15 for the following membership year. A second notice is mailed by January 15 for the current membership year. Units are encouraged to supplement the national renewal notices with unit generated renewal notices and personal phone calls. The ALA membership year is from January 1 to December 31.



2017-2018

R5

Recruit & Rejoin

Members who recruit or rejoin five (5) or more Junior or Senior Auxiliary members. Rejoined members must not have paid dues since 2015. **One entry per recruiter.**

Certification forms must be received in National Headquarters **no later than May 1, 2018.**

CERTIFICATION FORM

Please type or print legibly

Recruiter's Name: _____ Recruiter's Member ID#: _____

Recruiter's Dept: _____ Unit #: _____

Recruiter's Address: _____

Name of New and/or Rejoined members

Member ID (if known)

1. _____

2. _____

3. _____

4. _____

5. _____

Certified by:

Dept. Secretary printed name: _____ Dept: _____

Dept Secretary Signature (required): _____

Departments – please send certified forms to:

American Legion Auxiliary
National Headquarters
Attn: Membership Division
8945 North Meridian Street
Indianapolis, IN 46260

Form must be received in National Headquarters by May 1, 2018 to be eligible

Each recruiter will receive a special gift selected by the 2018 National Membership Chairman and be entered in a cash drawing for \$250.

One award per recruiter.

This form may be duplicated.



SILVER BRIGADE

An Auxiliary member who recruits 25 or more new **2018 Senior Auxiliary Members** will qualify for enrollment in the **Silver Brigade** of the American Legion Auxiliary. TAL and SAL members are also eligible to receive this award. Certification forms must be received by National Headquarters no later than **May 1, 2018**.

CERTIFICATION FORM

Please type or print legibly

Recruiter's Name: _____ Recruiter's Member ID#: _____

Recruiter's Dept: _____ Unit #: _____

Recruiter's Address: _____

Names of TWENTY-FIVE New Senior Members recruited:

NOTE: Forms submitted with less than 25 certified names will be disqualified.

- | | |
|-----------|-----------|
| 1. _____ | 14. _____ |
| 2. _____ | 15. _____ |
| 3. _____ | 16. _____ |
| 4. _____ | 17. _____ |
| 5. _____ | 18. _____ |
| 6. _____ | 19. _____ |
| 7. _____ | 20. _____ |
| 8. _____ | 21. _____ |
| 9. _____ | 22. _____ |
| 10. _____ | 23. _____ |
| 11. _____ | 24. _____ |
| 12. _____ | 25. _____ |
| 13. _____ | |

Certified by:

Unit Secretary printed name: _____ Unit # _____

Unit Secretary Signature (*required*): _____

Unit President printed name: _____

Unit President Signature (*required*): _____

Dept. Secretary printed name: _____ Dept: _____

Dept Secretary Signature (*required*): _____

Departments – please send certified forms to:

SILVER BRIGADE AWARD
American Legion Auxiliary
National Headquarters
Membership Division
8945 North Meridian Street
Indianapolis, IN 46260

Forms must be received in National Headquarters by May 1, 2018.

Note: Silver Brigade winners will receive a special gift from the National President. Only one gift per Silver Brigade winner.

This form may be duplicated.



2017 - 2018 Annual Supplement to the Programs Action Plan Past Presidents Parley

Committee Contact Information

pastpresidentsparley@ALAforVeterans.org



National Chairman

Mary E. Davis, Past National President (2016-2017)
Department of Washington
Lacey, WA 98513
(360) 459-7468
marydavis.ala@comcast.net

National Vice Chairman

Miriam Junge, Honorary Past National President (2009)
Department of Ohio
2408 Ken James Court, Napoleon, OH 43545
(419) 592-8628
mdj27@embarqmail.com

Committee Member

Carlene Ashworth, Past National President (2010-2011)
Department of Texas
2619 Norman Street, Pasadena, TX 77506
(713) 419-9518
carlene@flash.net

National Headquarters Committee Liaison

Tamara Shumate
8945 N. Meridian St. Suite 200, Indianapolis, IN 46260
(317) 569-4500
tshumate@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Past President Parley page at
www.ALAforVeterans.org.



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

The purpose of the Past Presidents Parley (PPP) committee is to utilize the experience and knowledge of past Auxiliary leaders for training and encouragement of future Auxiliary leaders. Through the Past Presidents Parley committee, women who have served as unit, department, and national presidents have an opportunity to continue in active service to the Auxiliary, helping ensure strong future leadership for the organization. The Past Presidents Parley also recognizes and honors outstanding unit members through Unit Member of the Year, and female veterans through the Salute to Servicewomen awards. Past Presidents Parley and the 2014-2019 ALA Centennial Strategic Plan: Designed to help Auxiliary women who have served as unit, department, or national presidents, members of this committee model civility, loyalty, and service before self as they actively work to build a strong future for the organization. (Goal 2, Goal 3, Goal 4).

Past Presidents Parley 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 PPP committee contact information may be found on the PPP committee page on the national website, www.ALAforVeterans.org.

- A. **Member Award:** Unit Member of the Year
 - Deadline: June 1, 2018
 - Must submit Unit Member of the Year Award Form available for download on the PPP page on the national website
 - Sent to PPP Committee Member Carlene Ashworth postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. **National Award:** Salute to Servicewomen
 - Deadline: June 1, 2018
 - Must submit Salute to Servicewomen Award Nomination Form available for download on the PPP page on the national website
 - Send to National Past Presidents Parley Chairman Mary Davis postmarked or emailed by 5 p.m. EST on the deadline listed above.

Past Presidents Parley Reporting:

An annual report is not required; however, an annual summary and a mid-year progress report are suggested as tools to gauge the direction and effectiveness of department activities. Both narratives should be forwarded to National Past Presidents Parley Chairman Mary Davis.



2017 - 2018 Annual Supplement to the Programs Action Plan Public Relations

Committee Contact Information

publicrelations@ALAforVeterans.org



National Chairman

Melanie Taylor, Department of California
457 Muscat Dr., Cloverdale, CA 95425
(707) 894-0857
mtaylor95425@gmail.com

National Vice Chairman

Raleen Tolzmann, Department of Minnesota
46590 Evergreen Ln., Cleveland, MN 56017
(507) 317-3240
raleen44aux@gmail.com

Committee Member

Laurie Kuntz, Department of Colorado
P.O. Box 782, Hudson, CO 80642
(720) 314-6998
laurie.auxiliary@yahoo.com

Committee Member

Mary Hendrickson, Department of Minnesota
721 Hantz Rd., Cloquet, MN 55720
(218) 348-9098
carmar21@msn.com

Central Division Chairman

Angela Galbraith, Department of Michigan
155 Juniper St., Auburn Hills, MI 48326
(248) 420-3456
argalbraith@aol.com

Eastern Division Chairman

Deborah Kryczkowski, Department of New York
223 Riverview Pkwy N., Rome, NY 13440
(315) 225-4631
debk1794@yahoo.com

Northwestern Division Chairman

McKayla Hatfield, Department of Minnesota
906 Stoughton Ave., Chaska, MN 55318
(612) 240-6707
mckayla.hatfield@gmail.com

Southern Division Chairman

Janice MacLeod, Department of North Carolina
8268 Ferrell Place, Harrisburg, NC 28075
(980) 253-0656
jhm1018@aol.com

Western Division Chairman

Nancy Heinisch, Department of California
23525 Via Farol, Valencia, CA 91355
(661) 254-7896
nancyheinisch@att.net

National Headquarters Committee Liaison

Kristen Geczy
8945 N. Meridian St. Suite 200
Indianapolis, IN 46260
(317) 569-4566
kgeczy@ALAforVeterans.org

** For the most up-to-date contact information,
please visit the Public Relations Committee page at
www.ALAforVeterans.org.



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

Public Relations promotes who we are, what we do, and why we matter. Public Relations and the 2014-2019 ALA Centennial Strategic Plan: promoting who we are strengthens our brand (Goal 5) and makes us appealing to potential members who will recognize our common goal of helping veterans, servicemembers, and their families (Goal 1).

Public Relations 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 Public Relations committee contact information may be found on the Public Relations committee page on the national website, www.ALAforVeterans.org.

- A. **Member Award:** ALA Brand Ambassador
 - Deadline: June 1, 2018
 - Sent to National PR Committee Member Laurie Kuntz postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. **Unit Award:** New Website or Social Media Account Launch
 - Deadline: June 1, 2018
 - Send to National PR Committee Member Mary Hendrickson postmarked or emailed by 5 p.m. EST on the deadline listed above.
- C. **Unit Award:** Most Outstanding Unit Public Relations Program
 - Deadline June 1, 2018
 - Send to your national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- D. **Department Award:** Best Department Public Relations Program
 - Deadline June 1, 2018
 - Send to your national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.



Public Relations 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 Public Relations chairman is required to submit a narrative report by **January 5, 2018** to the division Public Relations chairman, plus copy the national Public Relations 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 Public Relations chairman is required to submit a narrative report by **May 15, 2018** to the division Public Relations chairman, plus copy the national Public Relations chairman. Members and units should follow their department's protocol and deadlines.

BLANK PAGE



ADMINISTRATIVE COMMITTEES

- AUDIT
- NATIONAL FINANCE

BLANK PAGE



2017 - 2018 Annual Supplement to the Programs Action Plan Audit

The American Legion Auxiliary's national Audit committee meets the governance expectations of the multifaceted IRS Form 990 for nonprofits. The Audit committee serves in a risk management role for the National organization. The committee's foremost responsibility is to ensure that the American Legion Auxiliary, as a corporate entity, has appropriate governance policies and internal and financial reporting controls in place that mitigate the organization's exposure to financial reporting risks and other corporate-level risks.

In keeping with the vision, expectations, and requirements of the IRS Form 990, the Audit committee operates at arm's length from the ALA and reviews, evaluates, and monitors the organization's policies, standards, compliance, and potential for risk. Audit Committee members have a strong background and experience in financial reporting and auditing, risk management, corporate governance or management, and have no conflicts of interest. Audit committee members must be unbiased and do not currently serve in ALA national leadership positions within the organization or serve on other ALA national committees with the exception of the liaisons from the national Finance committee and the ALA Foundation.

Audit and the 2014-2019 ALA Centennial Strategic Plan: The national Audit committee encourages and supports efforts by departments and units to mitigate risks, establish internal controls, ensure fiscal integrity, and comply with Internal Revenue Service regulations in support of Goal 4.

Committee Contact Information

ALAHQ@ALAforVeterans.org



National Chairman (3-year term ending 2018)

Pamela Jackson, Department of Ohio
P.O. Box 952, Beverly, OH 45715
(740) 984-4552
beverlyvillage@midohio.twcbc.com

Committee Member (3-year term ending 2019)

Paula Means, Department of Indiana
501 Wellington Rd
Indianapolis, IN 46260
(317) 875-1492
ppsindys@aol.com

ALA Foundation Designated Liaison

Marybeth Revoir
8937 S 83rd Court
Hickory Hills, IL 60457-1417
(708) 598-2904
mbrevoir@comcast.net

Committee Member (3-year term ending 2020)

Patty Waltz, Department of Indiana
4108 S 800 E
Edinburgh, IN 46124
(317) 502-7824
waltzpatty@gmail.com

ALA National Finance Committee Designated Liaison

Helen Riedlinger
9485 Astoria Lane
Summerset, SD 57718
(605) 787-5449
drriedlinger@rap.midco.net



2017 - 2018 Annual Supplement to the Programs Action Plan Finance

The National Finance Committee is charged with oversight of the general financial policy of the organization, subject to ratification of the National Executive Committee; and, preparation of the annual budget and supervision of the expenditures under the budget. National Finance and the 2014-2019 ALA Centennial Strategic Plan: With the oversight of the general financial policy of the national organization, members of the Finance Committee make Goal 1 possible and strengthen departments and units (Goal 4) through sharing of best practices.

Committee Contact Information

Finance@ALAforVeterans.org



National Chairman (1st term – 5-year term ending 2020)

Peggy Thomas, Department of Virginia
Past National President (2012-2013)
3751 Cliffwood Road, North Chesterfield, VA 23234
(804) 275-6942

National Vice Chairman

(2nd term – fulfilling term ending 2018)

Jan Pulvermacher-Ryan, Department of Wisconsin
Past National President (2007-2008)
5400 Blue Bill Park Drive, Madison, WI 53704
(608) 246-9707
jlp004@charter.net

Committee Member

(1st term – 5-year term ending 2019)

Helen Riedlinger, Department of South Dakota
9485 Astoria Lane, Summerset, SD 57718
(605) 787-5449
drriedlinger@rap.midco.net

Committee Member

(1st term – fulfilling term ending 2021)

Sharon Conatser, Department of Illinois
Past National President (2015-2016)
709 Richards Lane, Champaign, IL 61820
(217) 369-6211
sconatser44@live.com

Committee Member

(1st term – 5-year term ending 2022)

Paula Raney
Department of Texas
PO Box 44, New Boston, TX 75570
(512) 791-5852
lapraney@gmail.com

National Headquarters Committee Liaison

Tim Bresnahan, CPA
ALA National Controller
8945 N. Meridian Street Suite 200
Indianapolis, IN 46260
(317) 569-4500
tbresnahan@ALAforVeterans.org

() = terms served on committee

Members of the National Finance Committee serve a maximum of two 5-year terms.

**** For the most up-to-date contact information, please visit the Finance Committee page at www.ALAforVeterans.org.**



GENERAL INFORMATION

- NATIONAL PRESIDENT'S AWARD FOR EXCELLENCE
- NATIONAL REPORT AND AWARD COVER SHEET AND INSTRUCTIONS
- ANNUAL IMPACT REPORT INSTRUCTIONS AND FORMS

BLANK PAGE



**AMERICAN LEGION AUXILIARY
NATIONAL PRESIDENT’S AWARD FOR EXCELLENCE
2017-2018**

Total Qty	Recipient	Submitted By	Deadline Date
5 Unit Awards	Unit	Unit President (Collaboration with unit members and chairmen)	June 1, 2018
1 Department Award	Department	Department President (Collaboration with department chairmen)	June 1, 2018
Hard Copy Submitted To:		American Legion Auxiliary NHQ Attn: NPAE 8945 N. Meridian St. Suite 200 Indianapolis, IN 46260	
Electronic Entry Submitted To:		natlpres@ALAforVeterans.org	

Criteria & Details

These awards are very special because they represent the “best of the best” in planning and implementation of American Legion Auxiliary efforts to meet the mission of serving veterans, the military, and their families. By establishing objectives, creating action steps to accomplish those objectives, and then reporting the achieved outcomes, measurable success will be achieved.

There are two forms: Unit Award Form and Department Award Form. Make sure you are using the correct version.

Tell us your story with words and photos. The entry must include at least two ALA mission outreach programs of your choice and a narrative on how you/unit members fostered a climate of goodwill within the unit.

Entry form must be filled out completely and included with your story and photos.

Award Description

- The National President’s Award for Excellence will be presented on the National Convention floor with a spotlight on each winning entry.
- Following National Convention, a news release will be created for your unit/department and put on the national website for your use.
- All winners will be featured in ALA national media.

**AMERICAN LEGION AUXILIARY
NATIONAL PRESIDENT'S AWARD FOR EXCELLENCE
UNIT AWARD FORM 2017-2018**

Name and Title of person submitting form		Phone # of person submitting form	
Unit Name and Number		Email of person submitting form	
Unit Address		Unit Department	
Unit President's Full Name		Membership Goal/Current	
How did your unit retain members and/or recruit new members through mission-related activities?			
Local Newspaper Name and Address		Local Newspaper Email address	

ALA programs included in this entry (minimum of 2 mission outreach programs)	
--	--

Attach to this form one-page narrative per program. Tell us your story and include pictures. Each activity should include stated goals and how they were accomplished. Entries will not be returned.

Hard Copy Submitted To:	American Legion Auxiliary NHQ NPAE 8945 N. Meridian St. Suite 200 Indianapolis, IN 46260
Electronic Entry Submitted To:	natlpres@ALAforVeterans.org
Deadline: June 1, 2018	

Note: Only five American Legion Auxiliary units will win!

**AMERICAN LEGION AUXILIARY
NATIONAL PRESIDENT'S AWARD FOR EXCELLENCE
DEPARTMENT AWARD FORM 2017-2018**

Name and Title of person submitting form		Department	
Department President's Name		Phone	
Email Address			
Department Membership Goal		Current Membership	
Newspaper Name and Address of Your Choice		Newspaper Email Address	

ALA programs included in this entry (minimum of 2 mission outreach programs)	
How did your department promote membership growth or retain current members?	

Attach to this form a one-page narrative per program. Each one-page narrative should include pictures. Each activity should include stated goals and how they were accomplished. Entries will not be returned.

Hard Copy Submitted To:	American Legion Auxiliary NHQ NPAAE 8945 N. Meridian St. Suite 200 Indianapolis, IN 46260
Electronic Entry Submitted To:	natlpres@ALAforVeterans.org
Deadline: June 1, 2018	

Note: Only one American Legion Auxiliary department will win!



**American Legion Auxiliary
National Report and Award Cover Sheet**

**PLEASE BE AWARE THE AWARDS AND REPORTING PROCESSES HAVE
CHANGED. READ THE FOLLOWING INFORMATION CLOSELY TO ENSURE
THAT YOU HAVE SUPPLIED ALL NEEDED INFORMATION.**

Member: 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.

For the award for which you wish to be considered, please refer to the 2017-2022 Programs Action Plan at 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**

Please note, your report will also be viewed as an award entry.

Complete the following if you are applying for a member award. Be sure to give the complete name of the member. The award certificate will be prepared using the information you include below.

Unit #: _____ Full official unit name: _____

Name of state where you are a member: _____

Member Name: _____ ALA member ID#: _____

Nominating Member (if different from above): _____

Nominator's Phone number: (____) _____

Nominator's Email address: _____

National committee sponsoring award: _____

Type of Award: Department Unit Member

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: _____

Please see your committee's Annual Supplement to the Programs Action Plan to determine where to send this form.



American Legion Auxiliary
END OF YEAR IMPACT REPORT FORMS
2017-2018

Why report these numbers?

Every hour, every dollar that 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 was 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 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.
4. Please round to whole dollar values (for example, \$155).

Report Simplifications

1. All service for all 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 have been added to help 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 helpful monthly tracking worksheet is available on the national website under the Members Only section: 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, 2017 TO APRIL 30, 2018.

1. **My ALA Service for Veterans/Active-Duty/Reserve Military** (Examples include hours volunteering at the VA (including VAVS), 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:** (include programs specifically 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 Girls State)

Line 8 Hours I volunteered for 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, 2017 TO APRIL 30, 2018.

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 (do not include American Legion funds)	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	<i>Member Form Line 14</i>		N/A	
Line 20	Total dollars spent	<i>Member Form Line 15</i>	\$	\$	\$

5. Mileage

		Obtain Total From	Total
Line 21	Total miles driven in providing ALA service	<i>Member Form Line 16</i>	

6. Scholarships Presented/Awarded by Our Unit

	Scholarships	Obtain from	Total
Line 22	Number of unit scholarships presented/awarded	<i>Unit Records</i>	
Line 23	Total dollar amount of unit scholarships	<i>Unit Records</i>	\$
Line 24	Total dollar amount donated to department scholarships	<i>Unit Records</i>	\$

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, 2017 TO APRIL 30, 2018.

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 (do not include American Legion funds)	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	<i>Unit Form Line 19</i>	
Line 20	Total dollars spent	<i>Unit Form Line 20</i>	\$

5. Mileage

		Obtain Total From	Total
Line 21	Total miles driven by members in ALA Service	<i>Unit Form Line 21</i>	

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	<i>Unit Form Line 22</i>			
Line 23	Total dollar amount of scholarships	<i>Unit Form Line 23</i>	\$	\$	\$
Line 24	Total dollar amount donated to department scholarships	<i>Unit Form Line 24</i>	\$	\$	\$

*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!**

DEPARTMENT Year-End Impact Numbers Report

Department _____

Number of Units in Department _____ Number of Units Reporting _____

Total Number of Members Reporting _____

Your Name & Title _____ Email _____

Here is what our department did in the 12 months from MAY 1, 2017 TO APRIL 30, 2018:

1. Our ALA Service for Veterans/Active-Duty/Reserve Military

	Service for Veterans/Military	Obtain from Unit or District/County Forms	Total
Line 1	Total hours members volunteered	Line 1	
Line 2	Total dollars spent	Line 2	\$
Line 3	Total number of veterans/military assisted	Line 3	
Line 4	Total number of "Veterans in Community Schools" presentations facilitated	Line 4	
Line 5	Total value of in-kind donations* received	Line 5	\$
Line 6	Total number of poppies or poppy items distributed	Line 6	
Line 7	Total dollars raised from poppies	Line 7	\$
Line 8	Total number of veterans who made the poppies for distribution <i>(Does not apply to pre-assembled poppies)</i>	Dept. Records	
Line 9	Total amount paid to veterans who made poppies	Dept. Records	\$

*Estimated cash value of non-cash donations from NON-MEMBERS of goods (like paper goods, clothing) or services (pro-bono CPA services from a local firm)

2. Our ALA Service for Military Families

	Service for Military Families	Obtain Totals from Unit or District/County Forms	Total
Line 10	Total hours members volunteered	Line 8	
Line 11	Total dollars spent	Line 9	\$
Line 12	Number of military families served	Line 10	

3. Our ALA Service for Youth

	Service for Children/Youth	Obtain Totals from Unit or District/County Forms	Enter Totals from Units or District/County Forms	Enter Department Amount	Total
Line 13	Total hours for ALA Girls State (include non-member volunteers)	Line 11			
Line 14	Total dollars spent for ALA Girls State	Line 12	\$	\$	\$
Line 15	Total hours for other Legion Family youth activities	Line 13		N/A	
Line 16	Total dollars spent on goods for youth activities	Line 14	\$	\$	\$
Line 17	Total dollar amount of direct aid to help a needy child	Line 15	\$	\$	\$
Line 18	All other expenses (parties, dinners, paper goods)	Line 16	\$	\$	\$
Line 19	Total number of children/youth served	Line 17			
Line 20	Total donations to other child service charities (do not include American Legion funds)	Line 18	\$	\$	\$

4. Our Service Representing the ALA in our Communities

	For any service not included in Sections 1-3	Obtain Totals from Unit or District/County Forms	Total
Line 21	Total number of hours	Line 19	
Line 22	Total dollars spent	Line 20	\$

5. Mileage

		Obtain Totals from Unit or District/County Forms	Total
Line 23	Total miles driven by members in providing ALA service	Line 21	

6. Scholarships Our Units, Districts, Counties and Department Presented/Awarded

	Scholarships presented by Units, Districts/Counties and Department	Obtain Totals from Unit or District/County Forms	Enter Totals from Units or Districts/Counties	Enter Department Amount	Total
Line 24	Total number of scholarships presented/awarded	Line 22			
Line 25	Dollar amount of scholarships	Line 23	\$	\$	\$
Line 26	Dollar amount donated to department scholarships	Line 24	\$	\$	\$

**CONGRATULATIONS – YOU DID IT!
THANK YOU FOR ALL YOU DO
AND FOR REPORTING YOUR DEPARTMENT’S IMPACT!**

***Department Impact Numbers are due to ALAREports@ALAforVeterans.org
by June 1, 2018.***

Department presidents: Remember - This ALA Impact Numbers Report is separate from your Department President's Annual Report.

AMERICAN LEGION AUXILIARY TRACKING WORKSHEET – MEMBER

Use this worksheet to track your monthly service for veterans, military and their families.
 Transfer your "Year-End Total" to the Member Year-End Impact Numbers Report for submission to your unit.

NOTE: Use this worksheet to keep track of your service.

	May	June	July	August	September	October	November	December	January	February	March	April	YEAR-END TOTAL	Transfer to Member Year-End Impact Numbers Report
MY ALA SERVICE FOR VETERANS/ACTIVE-DUTY/RESERVE MILITARY														
Hours I volunteered														Line 1
Dollars I personally spent	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 2
Number of veterans/military I assisted														Line 3
Number of "Veterans In Community School" presentations I facilitated														Line 4
MY ALA SERVICE FOR MILITARY FAMILIES														
Hours I volunteered														Line 5
Dollars I spent	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 6
Number of military families I served														Line 7
MY ALA SERVICE FOR YOUTH														
Hours I volunteered for Girls State														Line 8
Hours I volunteered for all other Legion Family youth activities														Line 9
Dollars I personally spent on goods for youth activities (i.e. parties, backpacks)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 10
My direct cash aid to help a needy child	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 11
Number of children/youth I served														Line 12
Dollars I donated to all other child service charities	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 13
MY SERVICE REPRESENTING THE ALA IN MY COMMUNITY														
Number of my hours for any service not included in Sections 1-3 above														Line 14
Dollars I spent for any service not included in Sections 1-3 above	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 15
MILES DRIVEN IN PROVIDING MY ABOVE ALA SERVICE														
Mileage														Line 16

Find tracking forms for members, units, districts/counties and departments online at www.ALforVeterans.org under Members Only.