

2020 – 2021 Annual Reporting Form for DISTRICTS

District # _____ District Program(s) Reporting _____

Submitter Name _____

Address _____

City/State/Zip _____

Phone # _____ Email _____

Please give totals for the Units in your District reporting for this program. When asked for narratives, you may use narratives provided by the Units or write a synopsis of what the Units in your District did for the programs. Narratives need not be more than 2-3 sentences – just enough to give the details. Also indicate for any of the programs if you will be submitting for either Department or National awards. Remember a District may only submit one entry for Department awards (other than Poppy). A completed Green Slip must accompany the entry signed by the Chairman and District President.

Americanism: # of Units in District _____ # of Unit Reports Received _____

- 1) The Flag: What was done to bring awareness about flag history, etiquette, respect or flag disposal methods? _____
How many flag programs were conducted in schools? _____
For how many students? _____ # Hours? _____
What materials were used to promote this? _____
Did you distribute flags _____ How many? _____
Value of in kind or monies spent? _____
Did you participate in a pocket flag program? _____
If so, how many flags were folded? _____
Hours _____ \$ Spent _____
How many times did your Unit post flag etiquette tops on social media or publish in local press? _____
- 2) _____
- 3) Was there participation in the ALA National Americanism Essay Contest? _____
How many schools/teachers were contacted? _____
How many essays did your District receive? _____
Did you promote in the community/ youth organizations? _____
If so, How? _____
Describe how your Unit acknowledges your winning students. _____
- 4) Was voting encouraged, host a candidate or participation in Get Out the Vote? _____
- 5) Were any American Legion Americanism programs promoted? (Legion Baseball, Oratorical Contest, Jr. Shooting Sports) _____
- 6) Please write a brief narrative about how your members promote Americanism in your communities.
How many members fly the flag at home? _____
How many total hours annually? _____
Do you recognize businesses that fly the flag? _____ How many this year? _____
Did you donate flags to local schools? _____ If so, how many? _____
Do members wear patriotic clothing when working community events? _____
How many times? _____ # Hours _____

- 7) How many members promoted the Flag Protection Amendment Act? _____
 Did you publish articles in local papers or on your website/other social media? _____
 Did you contact your State and Federal legislators regarding this Act? _____
- 8) Did you submit for any Department or National Awards? _____

Auxiliary Emergency Fund (AEF):

of Units in District _____ # of Unit Reports Received _____

- 1) What was done to inform members about the AEF, what it can do & how to apply?

- 2) Did any members in your District apply for assistance? _____

Receive assistance? _____

- 3) Was there support for the AEF thru donations or fundraisers? _____

How much was donated? _____

- 4) Were there any special projects used to raise funds at Unit level? _____

At District level? _____

Chaplain: # of Units in District _____ # of Unit Reports Received _____

1. How many Memorial Services were held? _____

Any other service like Four Chaplains? _____

How many members attended? _____

2. Were there any Memorial Donations from your District? _____

If so, how many? \$ _____

3. How many Units draped their Charters for a deceased member? _____

4. How many Chaplains prepared & submitted a Book or Prayers? _____

Children & Youth: # of Units in District _____ # of Unit Reports Received _____

- 1) How many activities for children and youth did Units in your District hold? _____
 Please explain in a narrative what these activities were including the criteria listed above for narratives.

- 2) How many children did Units in your District serve this year, including any joint activities as a Legion Family? _____

Please provide more info in a narrative.

- 3) Did Units in your District promote KDH2? _____

Please provide a narrative to explain how and your results.

- 4) How many Youth Hero or Good Deed Awards did Units in your District issue? _____

Please give details in a brief narrative

- 5) How many hours did members in your District donate to Youth Activities, including planning, shopping and the activities themselves? _____

- 6) How much money did Units in your District donate to benefit Veterans/Military children?

Please attach a brief narrative to explain how your donations were given and received.

- 7) What is the value of in-kind donations that Units in your District received to benefit the Children and Youth Program? _____

Please write a brief narrative of what these items were and how they were used.

- 8) Did Units in your District donate to other child service charities? _____

If so, what was the value in money and time spent? _____

Please write a brief narrative to explain.

- 9) Please write and attach a narrative for any activities not reported above to support this program. Remember to use the narrative criteria listed at the beginning of this report form.

Community Service: # of Units in District _____ # of Unit Reports Received _____

- 1) What kind of projects/events did your members and Units in your District participate in to benefit their communities? (examples – blood drives, Scouting, community beautification) – please attach a brief narrative describing these efforts including hours volunteered, money spent/donated.
- 2) Did your District members or Units assist any homeless shelters, food banks, domestic violence shelters senior centers, nursing homes, etc. Please attach a brief narrative describing these efforts including hours, money spent/donated.
- 3) Did your Units or members volunteer and work with other organizations in their communities? – please attach a brief narrative describing these efforts including hours volunteered, money spent/donated.
- 4) Did the Units in your District adopt a special project in your community? Please attach a narrative with details.
- 5) Did the Units in your District participate in the Department Special Project – “One pair of shoes can make a difference”? If so, please attach a brief narrative including how many shoes collected and their value, how many members participated and their hours volunteered, how many shelters benefited from their projects.
- 6) Did the Units in your District do any special projects to support veterans, servicemembers & their families? Please attach a brief narrative.

Constitution & Bylaws: # of Units in District _____ # of Unit Reports Received _____

- 1) How many of the Units in your District updated their Standing Rules this year? _____
Did your District update your Standing Rules this year? _____
- 2) How many Units have gender neutral Standing Rules according to the new directive from National? _____
Are your District governing documents (Constitution, Bylaws and Standing Rules) gender neutral? _____
- 3) How many Units give copies of the Unit Constitution to their members? _____
The Unit Bylaws? _____ The Unit Standing Rules? _____
Do Units in your District have copies of the District governing documents? _____
- 4) How many Units have a copy of Robert’s Rules of Order, Newly Revised, 11th Edition at their Unit meetings? _____
Do you have a copy of Robert’s Rules of Order, Newly Revised, 11th Edition at your District meetings? _____

Education: # of Units in District _____ # of Unit Reports Received _____

Scholarships:

- 1) What was the total number of scholarships that Units in your District presented/awarded?

- 2) What is the District total dollar amount from Questions #1? _____
- 3) Of the total in Question #2, how many scholarships and what was the dollar amount awarded to children of Veterans in your District? _____
- 4) Of the total in Question #2, how many scholarships and what was the dollar amount awarded to children of active military in your District? _____
- 5) Of the total in Question #2, how many scholarships and what was the dollar amount awarded to Student Veterans in your District? _____
- 6) What dollar amount did the Units in your District donate to Department scholarships?

- 7) If your District awarded any scholarship at the District level, please attach a brief narrative with details.

Veterans in Community Schools:

Did the Units in your District sponsor (co-sponsor with your Post) a presentation? _____
Please include a brief narrative describing the age group and topic presented.

Give 10 to Education:

- 1) What was the approximate number of school supplies given in your District? _____
2) What was the approximate dollar value of school supplies given in your District? _____

**Note: The District Chairperson must supply a listing of Units (Unit name and #) for the Unit to receive a certificate.*

Did your Unit participate in:

National Education Week? _____

Teacher Appreciation Week? _____

Read Across America Day and promoting literacy? _____

If so, please attach a brief narrative describing how you participated.

Other Educational Support:

If any Units reported supporting the Education Program by some other means, please attach a brief narrative with details of this activity.

ALA Girls State: # of Units in District _____ # of Unit Reports Received _____

- 1) What methods do your Units utilize to recruit ALA Girls State delegates? Are they effective?
Please attach a narrative with the details.
- 2) Did your Units successfully solicit funds from outside of the Legion Family to sponsor delegates to ALA Girls State? _____
If yes, please provide details in a brief narrative.
- 3) How many delegates did Units in your District sponsor for the 2019 session? _____
Do they plan on increasing that number for the 2020 session? _____
How many Delegates did your District sponsor? _____
Do you plan to sponsor a District Delegate for the 2020 session? _____
- 4) Did your Units/District donate additional funds or purchase an item on our wish list? _____
If yes, indicate the amount of the monetary donation, and/or list the donated items in a brief narrative.
- 5) Did you invite your delegate(s) to a Unit/District meeting or special event to report on their ALA Girls State experience? _____
If yes, attach a brief narrative with what the delegate(s) expressed was the most rewarding part of their experience.

Historian: # of Units in District _____ # of Units Reports Received _____

- 1) How many Units have a Historian that actively keeps their history? _____
District? _____
- 2) How many Units submitted a History Book? _____
History Scrapbook? _____
- 3) How many Units celebrate their Charter anniversary? _____
- 4) What did Unit Historians do differently this year to commemorate the 100th Anniversary celebration? _____
District Historian? _____

Junior Activities: # of Units in District _____ # of Units Reports Received _____

- 1) How many Juniors in your District worked towards patches in the Patch Program? _____
Did you remember to submit to Department Chairman to get them ordered to be presented at Department Convention? _____
- 2) Did Units in your District encourage younger SAL members to do the patches as well? _____
If so, how many SAL members participated? _____
- 3) How many of the Junior members in your District attended the Junior Conference/Convention for National (held at the same time as Mission Training)? _____
- 4) How many Juniors in your District were involved in activities connected with our Auxiliary Programs (i.e. Americanism, Community Service, Poppy, VA & R etc.) _____
If so, please attach a list of those included
- 5) Did any of your Junior members submit for or have been submitted for any awards this year for Junior Programs? _____
If so, which one(s) – please attach details. Note: when you send your entries to the Department Chairman, please remember to send a completed Green Slip.
- 6) How many Units in your District have regular Junior meetings? _____
Does your District have regular Junior meetings? _____
If so, how often do they meet? _____
- 7) Did your Juniors in your District raise funds for a charity or special organization? _____
If so, please attach a brief narrative with details as to how much was raised and who these funds were donated to.
- 8) How many Juniors does your District have graduating to Senior members this year? _____
Did the Units have a ceremony for them? _____
Would you like them included in the Department Ceremony at Department Convention in Sault Ste. Marie this July? _____
If so, please attach their information.
- 9) How many Units in your District have a mentoring program for Juniors? _____
If so, please attach a brief description of how they are mentored.

Leadership: # of Units in District _____ # of Units Reports Received _____

- 1) How many Units in your District provided a Leadership Workshop for your members? _____
If so, how many members attended? _____
Did your District provide a Leadership Workshop for your members? _____
If so, how many members attended? _____
- 2) How do the Units in your District guide their Unit members to be better leaders? How does your District guide members to be better leaders? Please attach a brief narrative explaining.
- 3) Attach a brief narrative explaining how the Units in your District and how your District mentors new members
- 4) Please explain in narrative form how the Units in your District and how at District level you encourage the chairmen of your programs to write narratives for reporting.

Legislative: # of Units in District _____ # of Units Reports Received _____

- 1) How many members in your District communicated with their legislators? _____
- 2) How many responses were received from their legislators? _____

Please describe in your narrative, giving number of members who participated as well as answering the following questions:

- 3) How many Units in your District participated in Town Halls? _____
Rallies? _____
Legislative receptions? _____
- 4) Did your Units hold Legislative Meetings? _____ # Held _____
of Legislators who participated? _____

- 5) How many of your District members subscribe to Legion's weekly updates? _____
Legislative Action Center? _____ Dispatch? _____ E-newsletters from officials? _____
- 6) Number of members that promoted the priorities of the American Legion? _____
- 7) What methods were used to develop relationships with elected officials? _____
- 8) Did your District members promote military absentee voting or voting? _____
If so, how did they promote it? _____

Membership: # of Units in District _____ # of Unit Reports Received _____

- 1) How many members in your District earned the 5 x 5 Award? _____
- 2) How many members in your District earned the 10 x 10 Award? _____
- 3) How many Units in your District participated in "One Week of Caring & Sharing"? _____
If so, how many members did your District contact? _____
- 4) How many Units in your District reached goal? _____
Did your District reach goal? _____ If so, when? _____
- 5) How many Units in your District promoted the new eligibility through the Legion Act? _____
How many new members did your District gain through this new eligibility? _____
- 6) How many Units in your District promoted the change to include "spouses" rather than
"wives" in the change in ALA eligibility? _____
How many new members did your District gain? _____
- 7) How many Units in your District held a Membership Rally? _____
How many new members did your District gain? _____
- 8) What Department Awards does your District have an entry for?
Units Awards: Chloe O'Neil Cup _____ Doyle Cup _____ Gladys Taylor Citation _____
Orlene Pennington Citation _____ Patricia Donald Citation _____
District Award: Elizabeth Lyons Citation _____
Note: Remember to submit a completed Green slip with each entry.
- 9) Please write a brief narrative with recommendations for the membership team.

Music: # of Units in District _____ # of Unit Reports Received _____

Please write a brief narrative answering the following questions:

- 1) What role does music play in the meetings of your Units?
Of your District? What songs do you incorporate?
If music does not play a role, why not?
- 2) If you do a Memorial Service, how do you incorporate music? Units/District
- 3) How do you incorporate music into your holiday celebrations? Units/District
- 4) Do you have members in your District that contribute their musical talents to their
communities (church choir, community band, etc.)?

National Security: # of Units in District _____ # of Unit Reports Received _____

- 1) How many Units supported the American Legion National Security Program (CERT
Training)? _____
- 2) How many Units purchased/presented Blue or Gold Star banners? _____
How many of each? _____
- 3) How many Units participated in Welcome Home activities? _____
If so, please give details.
- 4) How many members donated blood? _____ Worked at a blood drive? _____
How many donated food for those donating blood? _____
What was the monetary value? _____
- 5) How many Units observe the POW/MIA Empty Chair at official meetings? _____
Does your District observe the POW/MIA Empty Chair at official meetings? _____
How many Post Homes have a POW/MIA table display? _____

- 6) How many Units addressed the emotional & social needs of active, reserve & transitioning military servicemembers & their families? _____
- 7) How many Units assist military spouses in getting & maintaining employment? _____
Promote Job Fairs? _____
- 8) How many Units explain to members about RED Fridays? (Remember Everyone Deeployed)

How many Units reported participation? _____ How many members participate? _____

Past Presidents Parley: # of Units in District _____ # of Unit Reports Received _____

- 1) How many Units in your District promoted mentor opportunities for your members? _____
- 2) How many Past Presidents support/assist the Units in your District? _____
How many support/assist your District? _____
- 3) How many Units in your District promote & submit nominations for Unit Member of the Year?

- 4) How many Units in your District promote & submit nominations for the Salute to Servicewomen Award? _____
- 5) How many Units in your District donated to our Department Medical Scholarship Award?

Host a fundraiser? _____ How much was raised or donated?
Did you donate at the District level? _____

Poppy: # of Units in District _____ # of Unit Reports Received _____

- 1) How do Units in your District bring awareness of the poppies to their members & to the public? _____

How many poppies did Units in your District order this year? _____
Was this an increase or a decrease from last year? _____
How many did they distribute? _____
How many did they use in displays, decorations, etc. _____
What were some of the most creative uses of the poppy? _____

- 2) When do your Units distribute poppies? _____
How many times a year? _____
- 3) Do your Units thank businesses who assist in poppy distribution (allow you to display poppies/allow you to set up a table in front of their business for distribution, etc.)?

- 4) How do your Units use the restricted funds raised during poppy distribution? _____
- 5) What publicity or advertising do your Units use for the poppy program? _____
- 6) Do Units in your District promote the poppy poster contest? _____
If so, how and where? _____

How many poppy posters did Units in your District receive? _____
- 7) How many Units have a Miss Poppy? _____
How were they selected?

- 8) How many Units in your District participate in National Poppy Day? _____

Public Relations: # of Units in District _____ # of Unit Reports Received _____

- 1) How did Units in your District promote a positive image in their communities?

2) How did your Units promote their events? (Flyers, email, signage, etc.)

3) Did your Units encourage/promote members wearing officially branded ALA apparel or pins, etc. in public? _____

4) Was any Media (Press, TV, Radio) contacted to promote their events or bring awareness?

5) Are your Units aware of our Auxiliary Public Service Announcements (PSA's), brochures & publications? _____

Of our alaforveterans.org website, Facebook Pages? _____

6) Do your Units encourage members to sign up for *ALAE News* & *In The Know eBulletin*?

7) Do your Units, either alone or with their Post, have a website, mass mailing or email, phone list, Social Media Page? _____ How often are they updated? _____

Veterans Affairs & Rehabilitation (VA & R):

of Units in District _____ # of Unit Reports Received _____

1) How many members in your District volunteered at a VA healthcare facility? _____
How many hours of time volunteered? _____

2) How many members in your District volunteered to serve veterans outside a VA facility?

(Service To Veterans) How many hours of time volunteered? _____

3) Do Units in your District keep track of their members volunteer hours & submit them for recognition? _____

4) How did Units in your District honor veterans over the past year?

5) Did Units in your District support rehabilitation & healing of veterans through arts, crafts & hobbies? _____ National Veterans Creative Arts Festival? _____

6) Did your Unit help promote job fairs for veterans & their families? _____

7) Did your Unit assist veterans transition back into civilian life? _____

8) Did your Unit assist & support caregivers of veterans? _____

9) Did your Unit support any Active Duty & Reservists? How?

10) Did your Unit assist any Military Families? How?

11) Did your Unit assist any Homeless Veterans? How?

12) How many Units in your District participated in an Annual Christmas Gift Shop? _____
Hours of donated time (including shopping/prepping for and during Gift Shop? _____
Value of donations? _____

ALA 100th Anniversary Celebration:

of Units in District _____ # of Unit Reports Received _____

Please describe in a brief narrative the activities the Units in your District held to celebrate the ALA 100th Anniversary by answering the following questions:

- 1) How many of your Units had a 100th Anniversary Committee?
- 2) Did Units in your District learn about the History of the ALA as part of your Centennial Celebration? How did your members learn?
- 3) Did Units in your District hold special Anniversary events at their Post/event center, either alone or in conjunction with the Legion? Please give details.
- 4) How many Units in your District contacted their Mayor/City officials for a proclamation to name November 10, 2019 “American Legion Auxiliary Centennial Day” in their municipalities?
- 5) Did the Units in your District share their celebrations with their communities? If so, how? How many Units had an Open House for their community to display our history? How many Units had articles about the ALA 100th Anniversary published in their community newspapers or on social media?
- 6) Did your Unit or any of your members individually participate in Operation AOK – 100 acts of kindness? If so, how many members participated and how many total acts of kindness did your members record?

Please remember that narratives need not be more than 2-3 sentences.

REMEMBER TO ALSO SUBMIT YOUR COMPLETED DISTRICT YEAR-END IMPACT NUMBERS REPORT FORM TO THE DEPARTMENT PRESIDENT AND TO DEPARTMENT SECRETARY BY APRIL 15, 2021.

President’s Email: downsgeorgiac@gmail.com Secretary’s Email: info@michalaux.org