

2021 – 2022 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 2021 session? _____
Do they plan on increasing that number for the 2022 session? _____
How many Delegates did your District sponsor? _____
Do you plan to sponsor a District Delegate for the 2022 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? _____

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?

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- 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, 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? _____

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, 2022.

President's Email: rdubay1@aol.com Secretary's Email: info@michalaux.org