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**ATTENTION ALA GIRLS STATE SPONSORS!**

**This section is a two page, step-by-step, guide of our reservation, application, and registration processes!**

**KEEP IT HANDY, AND REFER TO IT OFTEN!**

**ALA MICHIGAN GIRLS STATE - JUNE 23-29, 2024**

**Reservation Deadline – April 15, 2024**

**RESERVATION AND SPONSORSHIP FEE:**

* **The fee is $425.00, and is NOT refundable – NO Exceptions!**
* **Reservations will be accepted at the Department office beginning October 1, 2023.**  Send your payment early, you don’t need to wait until you find a delegate.
* **A fully completed RESERVATION FORM must accompany your check**. Please write legibly, and make the check payable to ALA DEPARTMENT OF MICHIGAN.
* Have the funds to sponsor a delegate, but can’t find one? Contact an ALA Girls State Committee member for assistance in locating a student.
* Don’t have enough funds to sponsor a delegate? Consider pairing up with one or more Units in your District.
* Poppy funds **cannot** be used to send delegates to ALA Girls State.
* Sponsorship fees can be accepted from individuals, parents, relatives, schools, organizations and community businesses. **Please share this guide with any sponsoring organization or business you work with.**
* Collect pledges from your local businesses to help defray your cost of sponsoring a delegate

**THE APPLICATION PROCESS:**

* Recruit early! High school juniors are very active these days, so contact your schools in the fall and ask them to get the word out that you are looking for applicants. Make sure they have the updated application forms and informational materials. Take copies with you when you go into schools, or email them to counselors you work with. **Applicants do not have to be members of the American Legion Auxiliary!**
* The delegate application will be available to students who are interested in attending online this year. The link will also be made available on the department website, [www.michalaux.org](http://www.michalaux.org), click on ALA Girls State. We plan to do some marketing on social media and the link will be available there as well.
* The delegate application form is a *wonderful tool for your Unit to use for your selection process.* It can be used in conjunction with other application methods such as requiring them to write an essay or scheduling personal interviews. **PLEASE DO NOT MAIL THE DELEGATE APPLICATIONS TO THE DEPARTMENT OFFICE.**
* If you have applications for students that you do not have the funds to sponsor, **please send them to Beryl Robbins and we will locate a sponsor for them. Any girl that applies to ALA Girls State that has a strong desire to attend deserves to go!** The ALA Girls State Committee members reach out to District Presidents, Units and other sponsors from previous years to locate a sponsor from the applicant’s area.

**GETTING YOUR DELEGATES REGISTERED FOR ALA GIRLS STATE:**

* Once the ALA Department office receives your reservation form and sponsorship fee, they will scan those documents and email them to Beryl Robbins, who will assign you a reservation number for each delegate you are sponsoring.
* **For each paid reservation, the sponsor will be emailed (or mailed upon request):**
	+ one (1) *Delegate Letter*;
	+ one (1) ALA *Girls State Checklist* (to be given to your delegate)
* **The sponsor contact will be responsible for getting the delegate letter and checklist to their delegate(s), either directly, via email or snail mail, or as an alternative, to the school counselor who can help with the registration process.**
	+ The letter will inform them that they have been selected to attend ALA Girls State.
	+ It will contain their r***eservation number.***
	+ It will have complete instructions for the **mandatory on-line registration at their cost of $25** **that they must pay online when they register.**
	+ The **CHECKLIST** is a brief summary of the what they need to bring to ALA Girls State, what to wear, where to go, and instructions to visit the ALA Girls State page at [www.michalaux.org](http://www.michalaux.org), where they can obtain other detailed information, such as a PowerPoint orientation and the Government Manual they can review prior to attending.
	+ **Please stress the importance of reviewing this material early, not 2 days before ALA Girls State. The earlier they receive this information, the better prepared they will be!**
	+ If your delegate cancels, or you were unable to locate a student in your area to sponsor, PLEASE contact Beryl Robbins immediately so we can get that spot filled for you if possible!
* **It is the delegate’s responsibility to register online at a cost to them of $25. Detailed instructions will be included in their Delegate letter. PLEASE MAKE SURE THEY GET IT, and they register early! DO NOT send the $25 to Department with your sponsor reservation form, give it directly to your delegate if you wish to pay this fee. You may also choose to reimburse them once they successfully complete the program.**

**QUOTES FROM PAST DELEGATES OF ALA GIRLS STATE:**

“It was an amazing experience that I would recommend to any girl interested in government or leadership. Everyone was so kind and I learned so much and got to know the great people around me.”

“I loved ALA Girls State and think all girls should go to develop many useful skills for life while meeting new friends and having fun.”

“I think that the purpose and motives behind ALA Girls State is amazing. I love the idea of empowering women and teaching us how to be strong leaders in the world while remaining supportive of each other.”

“I absolutely loved it and wish every day that I could go back.””

“I think it was a really good experience. It started out a little boring on day one just because we were all getting into things, but later it was much more fun. It helped me step out of my comfort zone while gaining knowledge and having fun.”