



2025 MICHIGAN AMERICAN LEGION AUXILIARY GIRLS STATE

PROGRAM DATES: JUNE 22 – JUNE 28, 2025

ALA GIRLS STATE GUIDE 2024 - 2025

DEPARTMENT OF MICHIGAN ALA GIRLS STATE COMMITTEE

BERYL ROBBINS, CHAIRMAN
1112 5th Street
Wyandotte, MI 48192
313-318-6845 (C)
berylrobbins1980@gmail.com
Unit 426 – 16th District

DEBORAH WILLIAMSON
7997 Meyers Lake Avenue NE
Rockford, MI 49341-9634
616-430-8053 (C)
debonthego@prodigy.net
Unit 258 – 5th District

MOLLIE LYNCH
7040 Andersonville Road
Clarkston, MI 48346
931-980-8584 (C)
lynchmol@gmail.com
Unit 149 – 18th District

RYSTA BROWN, CHAIRMAN
3885 Forest Rd.
Oscoda, MI 48750
989-739-1360 (H)
989-254-7252 (C)
rystab@hotmail.com
Unit 274 – 10th District

PAM WAGNER
2518 Teri Lyn Court
Lapeer, MI 48446
810-338-7812 (C)
pamjwagner@charter.net
Unit 16 – 7th District

KATHLEEN HUNTLEY
512 Foote Street
Charlotte, MI 48813
517-231-0746 (C)
Kay.27@hotmail.com
Unit 106 – 10th District

SPECIAL ALA GIRLS STATE EMAIL ADDRESS: alamigirlsstate@gmail.com
(Use this email address for ALA Girls State inquiries directed to Beryl and Rysta)

The ALA Girls State Committee is here and anxious to assist you with your ALA Girls State program. If you have any questions, please reach out to any committee member and ask. Our aim is to get back to the days when we had over 500 students! Let's do our best to get the word out about our program, recruit students, and sponsorships!

Important Sponsor Information

The 84th session of the American Legion Auxiliary Girls State program is scheduled for June 22 – June 28, 2025, on the campus of Michigan State University. The non-refundable cost per student is \$425.

We proudly offer the opportunity at no cost to the student because we believe every applicant to ALA Girls State deserves the chance to attend. You can help us achieve that goal by pledging to sponsor one or more young women that will complete their junior year of high school in the spring of 2025!

NEW THIS YEAR!

- ✚ To help us connect sponsorships to students in your area, we developed a Pledge form! Let us know if you are interested in sponsoring a student to ALA Girls State without having to send in your sponsorship fee until you are matched up with a delegate. The link to the pledge form is:
<https://bit.ly/MIGirlsStateSponsor>.
- ✚ Please remember that in addition to the Legion Family, we accept full or partial sponsorships from anyone wishing to sponsor a student to ALA Girls State! Invite local businesses and organizations to help sponsor additional students. In the past, Kiwanis, Lions Clubs, Rotary Clubs, Exchange Clubs, schools, parents, and many women's organizations have sponsored students. Contact them early in the fall when they are planning their budgets.
- ✚ Don't have access to a computer? Call, email or text one of our ALA Girls State committee members with the name and location of the sponsoring organization, contact person's name, mailing address, telephone number and how many students you are pledging to sponsor.
- ✚ **We have eliminated the Word version of our Delegate Application form!** Please DO NOT use an old form, ALL students are now required to apply online.
- ✚ The first question on the new delegate application is: Have you already been recruited by a sponsor? They have the option to answer yes, no, or I am not sure. If their answer is yes, they will need to enter the name of the sponsor. **If you are recruiting one or more students, please make sure they know the name of their sponsor so they can include that on their application!**
- ✚ As Beryl and Rysta receive notice of an online application, they will first check to see if that applicant is already working with a sponsor. If the answer is yes, we will forward that application to her sponsoring organization. If the answer is no, we will check the pledges we have on file for any sponsors in her area. If so, we will forward her application to that sponsor for their consideration. If not, we will continue our practice of contacting District and Unit Presidents, or sponsors we have worked with in the past.

THE RESERVATION PROCESS

- ✚ **Reservations will be accepted beginning October 1, 2024.** Our reservation fee is \$425 per student. This fee is non-refundable – NO exceptions!
- ✚ **A fully completed reservation form must accompany your check.**
The form is available on the ALA Girls State page found at www.michalaux.org.
hard copies of the form will also be available at Fall Conference and the Winter Meeting.
- ✚ Please print legibly, and make your check payable to ALA Department of Michigan, with ALA Girls State on the memo line. **Mail your form and check to: American Legion Auxiliary, Department of Michigan, 212 N. Verlinden Avenue, Ste B., Lansing, MI 48915-1200.**
- ✚ Poppy funds **cannot** be used to send delegates to ALA Girls State.
- ✚ Collect pledges from your local businesses to help defray your cost of sponsoring a delegate.
- ✚ Once your reservation form and fee are received by our department office, it will be scanned and emailed to Beryl, who will assign you a reservation number for each delegate you are sponsoring. She will forward a delegate letter, and a consent/registration fee form to the sponsor, or if preferred, directly to the student for each reservation.

THE ONLINE DELEGATE APPLICATION

- ✚ Recruit early! High School students are actively involved in multiple clubs and community activities. Applicants must complete their junior year of high school in the spring of 2025, and be a legal inhabitant of the U.S. (a U.S. Citizen or in the U.S. legally with a green card) to be eligible to attend ALA Girls State.
- ✚ If you need the email address or phone number for a principal or administrator from any Michigan school, contact Beryl who has access to that information.
- ✚ Reach out to delegates who attended in 2024 to assist with your recruiting efforts!
- ✚ **Make your selection of delegates from students who commit to attending the entire program.**
- ✚ The link to the online delegate application is: <https://bit.ly/MIGirlsStateApply>. All students must apply online, no exceptions! It is recommended that they complete the entire application form in one sitting, otherwise, it results in multiple application records.
- ✚ **ALA Girls State Applicants do not have to be members of the American Legion Auxiliary!**

THE ONLINE REGISTRATION PROCESS

- ✚ **When communicating with your delegate(s), stress the importance of reviewing the materials as soon as they receive them, not 2 days before ALA Girls State. The earlier they receive and review this information, the better prepared they will be!**
- ✚ The delegate letter will inform the student that she has been selected to attend ALA Girls State. It will contain her reservation number, the name and contact information for her sponsor.
- ✚ The parental consent & registration fee form that accompanies the delegate letter must be reviewed, signed, and mailed along with a \$25 registration check, made out to ALA Department of Michigan. Please include the reservation # and delegate's name on the memo line of the check. Although some sponsors choose to pay this fee, we find that the students have a sense of commitment when they are required to pay it.
- ✚ The consent form and registration check must be mailed to: Beryl Robbins, 1112 5th Street, Wyandotte, MI 48192.
- ✚ Once Beryl receives their consent form and registration check, she will email the student, and copy the sponsor, the link to register online, in addition to a Checklist.
- ✚ The Checklist is a brief summary of 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 where they can review the Government Manual and other material prior to attending. This document should answer all their questions!

SPONSOR TIPS

- ✚ We recommend that you interview your candidates. **Make sure they want to attend**. It's important that they have an interest in their community, government process and leadership. Important qualities to look for are character, honesty, good scholastic achievement, high moral values, and intellectual curiosity. Enthusiasm for the program and **the desire to get involved!**
- ✚ Inform your candidate that ALA Girls State is a seven-day program that can be physically and mentally challenging. When running for any office, there are speeches to make, reference work to be done, campaigning, lots of walking, and long days. ALA Girls State is a high-energy program!
- ✚ Your Delegate will be required to provide medical information when she registers online. If a delegate is physically, visually, or hearing impaired and needs assistance to fully participate in the program, the contributing group must furnish a full-time female aide to assist the delegate. This aide must be 21 to 30 years of age and, preferably, someone other than a family member. The contributing group will be responsible for all expenses for the aide, including conference fees, meals and lodging. The aide must be approved by the ALA Girls State Committee.

- ✚ Explain to your candidate that the primary sponsor of this program is the American Legion Auxiliary an organization that stands for God and Country. All students can feel confident that they can participate without conflict with her own beliefs, as long as she respects the Auxiliary's commitments, and our American flag.
- ✚ Instruct your delegates to contact one of the Department ALA Girls State Chairmen for approval if they need to arrive late or request an early departure. Remember, delegates **MUST** attend the complete session to receive their "Certificate of Completion" and an ALA Girls State pin, unless approved by an ALA Girls State.
- ✚ Make certain that each candidate knows and understands that THIS IS NOT A SUMMER SPORTS CAMP, but an interactive government simulation & leadership program that will require her to participate in learning the governmental process. In addition to learning, she will experience fellowship and friendships that will last a lifetime.

PUBLIC RELATIONS

- ✚ Check out our Facebook Page: *Michigan American Legion Auxiliary Girls State!*
- ✚ If you are able, contact your school board to request time to make a short presentation at one of their meetings. We will have a sample statement available that you can use.
- ✚ Publicize the ALA Girls State program in your local newspapers and high school media. There are sample press releases available at ALAforVeterans.org for your use in recruiting students and associate sponsors in your communities.
- ✚ Contact your school about posting a notice on their message board, or school radio program.
- ✚ Contact local newspapers and cable television stations to see if you can submit an article, or a public service announcement. Some cable programs offer to tape an interview with you, or an ALA Girls State counselor or your delegate from a previous year.
- ✚ Press releases and pictures should be given to the media upon selection of your delegates. Make sure you include "American Legion Auxiliary Michigan Girls State", your name, address and phone number in addition to the Unit name and location.
- ✚ Mention the American Legion Auxiliary whenever possible in the interviews, literature and discussions in connection with ALA Girls State to increase the awareness of our program.
- ✚ Submit another press release when your delegate returns home from her week at ALA Girls State. Include a picture, her name, hometown name, sponsor information, a quote about her experience and activities she participated in at ALA Girls State.

- ✚ If your delegate is selected to attend ALA Girls Nation, or is awarded the Samsung Scholarship, make sure you contact your local newspaper! This is HUGE news!

ALA GIRLS NATION

- ✚ Two delegates will be selected through an interview process to represent Michigan as “Senators” to ALA Girls Nation that is held in July, 2025 in the Washington DC area. The ALA Girls Nation program is based on our federal system of government. Candidates are chosen based on their participation, leadership skills and broad knowledge of the process.

SAMSUNG SCHOLARSHIP

- ✚ **Applicants for this scholarship must be a descendant of a U.S. wartime veteran.** Every eligible ALA Girls State citizen is encouraged to apply for this financial assistance. Each Department selects one winner, in accordance with the foundation rules. Her application is forwarded to the National headquarters of The American Legion. Ten National scholars receive \$10,000 each (two from each region), Ten National runners-up receive \$5,000 each (two from each region), and the remaining Department finalists receive \$1,250.
- ✚ Make sure your delegate(s) **follow the rules** set by the Samsung Scholarship Foundation. Information for this scholarship, the application and criteria can be found at: [Samsung American Legion Scholarship | The American Legion](#). The Standard Operating Procedure that contains additional information is available on our department website: www.michalaux.org on Programs/ALA Girls State.
- ✚ The form is completed and submitted by the student on-line with a completion deadline of midnight on the first day of the session. Competition is tough so students are encouraged to start working on the application early to allow time to review their essays, double check that their entries are accurate, and they have included the required documents. It is highly recommended that they complete it prior to arriving at ALA Girls State! They will not have time to work on it once they arrive at MSU.
- ✚ Our department winner will receive an award certificate at the closing ceremony, and her application will be judged on the national level. The national scholarship winners are announced in mid-October.
- ✚ **Required Documents.** Applications determined to include incomplete, incorrect, or illegible documentation are not eligible for consideration. To be considered complete, each Samsung American Legion Scholarship application must include the following:
 - Veteran proof of service documentation, such as a DD214
 - Student High School Record Certification Form and High School Transcripts (Does not need an official stamp or raised seal, however, both must be **Certified** by a HS official with the official’s signature, printed name, their official title and date.)

- Parent/Guardian Acknowledgement and Agreement Form
 - Activity Certification Form and other supporting documents – supports claims of work experiences, student activities, volunteer opportunities or community service, honors, and awards
 - Two original essays will be 450-550 words each on a topic determined by the Committee on Youth Education at the Fall meeting prior to the opening of the Samsung American Legion application window.
 - Each department finalists' essay is scrutinized through an online plagiarism check to ensure originality.
- ✚ **Grading Criteria.** There are 103 possible points.
- Grade Point Average (unweighted), *20 points maximum.*
 - Essays. Two essays at 10 points possible for each, *20 points maximum.*
 - Work Experience and Student Activities, *20 points maximum.*
 - Volunteer Opportunities or Community Service, *20 points maximum.*
 - Honors and Awards, *20 points maximum.*
 - Descendant of Korean War Veteran, *award 3 points.*
- ✚ **We highly recommend that your delegates obtain the documents and signatures needed for the Samsung Scholarship application process from their high school early! DO NOT wait until the school years ends! Also, please note it can take approximately six weeks to obtain a veteran's proof of service documentation.**

ORIENTATIONS

- ✚ **PLAN AHEAD!** The best time to schedule an orientation is in April or May and can be very beneficial to your delegates, giving them a chance to meet other students that have been selected and learn more about what the program is about. ALA Girls State Committee members are available to assist you with your orientations. You are encouraged to reach out to them to ensure that everyone is receiving correct, up to date information. For large districts you may want to consider holding more than one orientation. **Informed ALA Girls State delegates make better ALA Girls State citizens!**
- ✚ When you set your date, take into consideration spring breaks, special activities of the schools in your District; including, proms, musicals, plays, major sports events, etc., to assure the best attendance for your orientation.
- ✚ Extend an invitation to an ALA Girls State Committee Member, Unit members, city officials, your school counselors, history or social studies teachers and any potential sponsors in your community. Keep it simple, snacks and drinks are fine!
- ✚ Make sure you notify the Department's ALA Girls State Chairman with the date, time and location of your District's Orientation so we can post a schedule of the orientations on our ALA Girls State website and Facebook page.
- ✚ **NOTE:** Many times, delegates sponsored by associate sponsors, are not known to your district or unit ALA Girls State chairman, and therefore, are not included on your invitation list. Contact Beryl Robbins to get the names of all delegates from your district. ***These girls need the orientation information too!***

AWARD PROGRAM

- ✚ A certificate will be given for the best narrative attached to your ALA Girls State Annual Report.
- ✚ Certificates will be given, at the 2025 Fall Conference for monetary donations (not sponsorships) made to the Michigan American Legion Auxiliary Girls State program, in the 2024-2025 fiscal period.
- ✚ These donations help us cover items such as capitol expenses, bus travel to the State Capitol, water for staff/volunteers, supplies for nurses' clinics, staff parking, office supplies and other miscellaneous items.
- ✚ Certificates will be presented for donations of:
 - \$ 50.00 - \$ 250.00
 - \$ 251.00 - \$ 500.00
 - \$ 501.00 - \$1,000.00
 - \$ 1,001.00 or more

Make check payable to: **ALA DEPARTMENT OF MICHIGAN.**
Earmark donation for: **ALA GIRLS STATE PROGRAM**

Send all donations to:
American Legion Auxiliary
Department of Michigan
212 N. Verlinden Avenue, Suite B
Lansing, MI 48915

LET'S ROCK ALA MICHIGAN GIRLS STATE THIS YEAR!



ANNUAL REPORT QUESTIONS

To better prepare you for the annual reports, these are the questions you will be asked to report on for ALA Girls State:

1. The ALA Girls State Committee encourages the submission of a narrative that includes:
 - a. How does your Unit recruit students?
 - b. Did you solicit contributions from other businesses and organizations?
 - c. Did you invite your delegate(s) to a District or Unit meeting or banquet to report on their ALA Girls State experience? If yes, what did they express as the most rewarding part of their experience?
 - d. If you don't sponsor delegates to ALA Girls State, let us know why, and how we can help.
 - e. Include other comments or your suggestions.
2. Did you assist or host an ALA Girls State orientation in your Unit or District?
 - a. Yes
 - b. No
3. Did a member, Unit or District make a donation to ALA Girls State?
 - a. Amount of donation(s)
4. Did a member, Unit or District make any "in-kind" donations to ALA Girls State?
 - a. List item(s) donated
5. If we had to raise the cost in the future, how would that affect your willingness to sponsor delegates to our program?
 - a. Yes (explain why)
 - b. No