



DEPARTMENT OF MICHIGAN AWARDS AND SCHOLARSHIPS

Updated May, 2026

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Be sure to review the newest Department Guide and the Department website (www.michalaux.org) for any additional updates.

AMERICANISM

DOROTHY PEARL Award presented to the Unit that reports the Most Outstanding Overall Americanism Program.

- The entry must be typewritten in narrative format and not to exceed 1,000 words.
- The entry may include no more than 5 pictures and 5 news articles.
- The winner will be sent on to National for the Dorothy Pearl Citation.

Consider what efforts/events your Unit did regarding the Americanism Program at your Post, in meetings, in your community, for patriotic holidays, on social media, with children and youth and the public.

- How many hours/dollars spent/donated, etc. What impact did you make?
- How did you promote patriotism?
- Did you promote the Americanism Essay Contest? How?
- Did your Unit promote the flag education and/or etiquette?
- How did you promote/celebrate patriotic holidays?
- Did your Unit support of the flag amendment?
- Did your Unit support any of TAL Americanism Programs (Baseball, Oratorical or Jr. Shooting)? How?

Unit entries must be judged by your District. Check with your District for their deadline. The District should send their 1st Place entries onto the Department Chairman by deadline.

EVA SPAULDING CITATION Award presented to the Unit having the most outstanding Americanism Program in the Department targeted to Children and Youth.

- This entry is to be typewritten in narrative form and is not to exceed 1000 words.
- Describe what/how your Unit did involving Children and Youth regarding Americanism and patriotism.
- Unit entries must be judged by the District. The District should send their 1st place entries to Department Chairman by the deadline.

MARY RIPLEY CITATION Award presented to the Unit having the greatest percentage of activity in Americanism.

- This entry should describe/list what/how all your Unit's Americanism and patriotism efforts and events.
- How many members and how many cumulative hours?
- Unit entries must be judged by the District. The District should send their 1st place entries to Department Chairman by the deadline.

DONNA BAILEY CITATION Award presented to the District Chairman for promotion of the most outstanding Americanism Program.

- This entry is to be typewritten in a narrative form and not to exceed 1000 words.
- It may include no more than 5 pictures and no more than 5 news articles.

- The District Chairman must send the winning entry to the Department Chairman to be judged by the deadline.

AMERICANISM ESSAY CONTEST

- 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.
- Topic changes yearly.
- Check the National Website for cover sheet, essay theme and submission instructions.

AUXILIARY EMERGENCY FUND

MARGARET ROHRER CITATION Award to the Unit in each of the six membership categories which contribute the most money per capita (Junior and Senior) to the Auxiliary Emergency Fund.

Categories:	Group I	10-50 members
	Group II	51-100 members
	Group III	101-200 members
	Group IV	201-400 members
	Group V	401-600 members
	Group VI	600+ members

CHAPLAIN

LEONA PITMAN CITATION To the Unit that has the most outstanding report for the year.

Rules for Leona Pitman Citation:

1. Promotes the most inspiring program.
2. Influences Junior and Senior members to attend the church of their choice.
3. Visits the sick and troubled, attending funeral services of deceased members.
4. Holds a Memorial Service for deceased members.

Please provide a brief narrative outlining the Unit Program attached to your Chaplain's Annual Report for judging this entry. District Chaplains will select the best Unit program from the District, and forward to the Department Chaplain by the deadline for judging.

EDNA SCHUITEMA CITATION To the Unit submitting the best "Book of Prayers and Devotional Thoughts"

EDNA CLARAHAN CITATION To the District submitting the best "Book of Prayers and Devotional Thoughts"

ALYS HUNT CITATION To the Junior submitting the best "Book of Prayers and Devotional Thoughts"

Rules for the book of prayers and Devotional Thoughts for seniors:

A. FORMAT OF BOOK

1. COVER

- White, 3 ring 9.5" x 11.5" binder/Notebook
- Must show the 2.5" American Legion Auxiliary Emblem
- Cover May be illustrated (decorated)

2. PAGES

- 8.5" x 11.5" pages

- Typed or printed – double spaced
- If desired, illustrations may be used

B. CONTENTS

1. TITLE PAGE (VERY FIRST PAGE)

- Must show 1.25" or 2.5" American Legion Auxiliary Emblem at the top
- Dedication – "To or In Memory of _____"
- Address, name, Unit or District number, and size of Unit/District.
- Name of Chaplain preparing the book
- Name of the Unit/District President
- Date (current year)

2. SECTION 1:

- Title – "PRAYERS"
- Contents
 1. Prayers that are your original or your favorite
 - a. Original Prayers – must be signed by the author
 - b. Favorite Prayers must show
 1. The name of the author, and
 2. The name of the person submitting it
 2. Length of entry – 1 page

3. SECTION 2:

- Title -: DEVOTIONAL THOUGHTS"
- Contents
 1. Verses, poems, quotations

Must include:

 - a. Name of author
 - b. The name of the person submitting it
 2. Favorite Scriptures

Must include:

 - a. The source – Book of the Bible, Chapter & Verse
 - b. The name of the person submitting it
 - c. Length of entry – 1 page

4. LAST PAGE OF ENTIRE BOOK

- Must list the name/number of the Unit/District
- Must list the names of all members participating during the current administrative year

C. RULES FOR JUDGING

1. Required materials:

- Format – 10%
- Title Page – 5%
- Last Page – 5%
- Member participation – 5%

2. Contents (Prayers & Devotional Thoughts)

- Originality – 25%
- Neatness – 25%
- Arrangement – 25%

ALL ENTRIES must be sent to the DISTRICT CHAPLAIN by the deadline. They will be judged at the District level and only the winning entry will be submitted to the Department Chaplain by noon on Thursday of Department Convention. ALL ENTRIES MUST HAVE SUBMITTED THEIR ANNUAL REPORT FORMS TO DISTRICT AND DEPARTMENT TO QUALIFY.

Rules for the JUNIOR book of prayers and Devotional Thoughts:
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A. FORMAT OF BOOK

1. COVER
 - White, 3 ring 9.5" x 11.5" binder/Notebook
 - Must show the 3.5" American Legion Auxiliary Emblem
 - Cover May be illustrated (decorated)
 2. PAGES
 - 8.5" x 11.5" pages
 - Typed or printed preferred– double spaced (may be done by senior member or older junior member)
 - Illustrations may be used if desired
- B. CONTENTS
1. TITLE PAGE (VERY FIRST PAGE)
 - Dedication – “To or In Memory of _____”
 - Name, Unit/District number, city, and size of Junior Auxiliary.
 - Name of the Junior preparing the book
 - Name of the Unit/District President
 - Date (current administrative year)
 2. SECTION 1:
 - Title – “PRAYERS”
 - Age Groups: Prayers that are your original or your favorite
 - a. Age 6-12: Prayers should be simple, original, and easily understood by children; illustrations accepted. Limited to 50 words.
 - b. Age 13-15: Prayers should be thoughtful, clear, and meaningful to this age; illustrations accepted. Limited to 75 words.
 - c. Age 16-18: Prayers should be original and humble in respect and praise; illustrations accepted. Limited to 100 words.
 3. SECTION 2:
 - Title -: DEVOTIONAL THOUGHTS”
 - Age groups – as closely related to those under prayers as possible
 - Contents
 1. Verses, poems, and quotations
 - Must include:
 - a. Name of the author
 - b. The name of the Junior submitting it
 - c. The reason for picking the selection
 2. Favorite Scriptures
 - Must include:
 - a. The source – Book of the Bible, Chapter & Verse
 - b. The name of the Junior submitting it
 - Length of entry – 1 page
 4. LAST PAGE OF ENTIRE BOOK
 - Must list the name and number of the Junior Auxiliary Unit
 - Must list the names of all Juniors participating during the current administrative year
- C. RULES FOR JUDGING
1. Required materials:
 - Format – 10%
 - Title Page – 5%
 - Last Page – 5%
 - Member participation – 5%
 2. Contents (Prayers & Devotional Thoughts)
 - Originality – 25%
 - Neatness – 25%
 - Arrangement – 25%

ALL ENTRIES must be sent to the DISTRICT CHAPLAIN by the deadline. They will be judged at the District level and only the winning entry will be submitted to the Department Chaplain by noon on Thursday of Department Convention. ALL ENTRIES MUST HAVE SUBMITTED THEIR ANNUAL REPORT FORMS TO DISTRICT AND DEPARTMENT TO QUALIFY.

SERVICE TO GOD AND COUNTRY CITATION To the Unit Chaplain for promoting the best Service to God and Country program. A separate form must be completed and sent to the District Chaplain for judging.

A special entry form will be needed along with the Annual Report Form to be filled out by the Unit Chaplain. The questions will cover the following points of the program:

A. SERVICE TO GOD

1. Prayers at Unit meetings and functions
2. "Back to God" movement, encourage members to attend worship services, daily family prayer, religious education classes for children.
3. Invite local religious leaders to speak at Unit meetings or functions.
4. Place a sign at Post to encourage regular worship.
5. Flags or other materials presented to local churches.
6. Distribute "Grace Before Meals" cards to restaurants.
7. Visit shut-in members
8. Report at Unit meetings on ill and hospitalized members.
9. Send cheer or condolence cards to members and their families.
10. Drape the Charter for deceased members.
11. Hold a Memorial Service for all deceased members in May.

B. SERVICE TO COUNTRY

1. Participate in services on Memorial Day, Veterans Day, Thanksgiving, etc.
2. Hold a special "Four Chaplains" program at Unit meeting, public area or in a church.
3. Encourage a spirit of brotherhood and service to God and Country in a community effort.
4. Work with local agencies on juvenile delinquency.
5. Raise the level of physical fitness of your community.
6. Any other community type effort to better our community and country.
7. Promote youth programs such as Girls Scouts, 4-H, Junior Auxiliary, Special Olympics, and any other programs that your local community may have.

All entries must be sent to the District Chaplain by the deadline. They will be judged at the District level and only the winner shall be submitted to the Department Chaplain by the deadline with the green verification sheet attached.

The Service to God and Country Citation will be awarded to the Unit Chaplain whose activities for the year cover the greatest number of points in the Service to God and Country Program.

ALL ENTRIES MUST HAVE SENT IN THEIR ANNUAL REPORT FORM TO QUALIFY FOR JUDGING.

CHILDREN AND YOUTH

EVA PELHAM AWARD This Award will go to the **first district with 100% reporting.**

HELEN HODGES CITATION This Citation is for the largest contribution to the Children and Youth Program. Donations are to be sent to Department, earmarked for Children & Youth projects. The Helen Hodges Citation is usually for the Chairman's special project for the year that she is encouraging donations for.

LOUISE FERGUSON AWARD This Award is for the best Children and Youth program for the month of April.

The report must be typed in narrative form and contain no more than 500 words. Entries must be submitted in a folder. Pictures can be submitted with identification written on the back. Children's names are not needed. Each entry must contain the Unit name, Unit number, chairman's name, and address. The winning entry from the District must be submitted to the Department Chairman by the deadline. Entries must be signed by the District President or District Children & Youth Chairman. Remember to fill out the green sheet correctly.

LYNN D. ALLEN CITATION A Citation to the Unit with the best all-around program.

Report must be typed in narrative form and contain no more than 500 words. Entries must be submitted in a folder. Pictures can be submitted with identification written on the back of photos, Auxiliary members name in picture, Unit name and number. Children's names are not needed. Each entry must contain the following: Unit name, Unit number, Chairman's name, and address. The winning entry from the District must have a green slip attached that has been properly filled out. Entries must be signed by the District President or District Children & Youth Chairman by the deadline.

COMMUNITY SERVICE

WILBER M. BRUCKER CUP To the Unit with the best all round report. Remember to report the number of hours and participants. Include the hour sheets for verification.

LIDA MURPHY CUP For the greatest number of hours reported on community service programs. Include the number of hours for each event. ****Without a number of hours, the narrative will be disqualified for the Lida Murphy Award. Named for Past Department** Include the hour sheets for verification.

EARL L. STEWART CUP To the Unit with less than 50 members for the most outstanding Community Service report. Remember to report hours and participants. Include the hour sheets for verification.

BETTY CLINE COMMUNITY SERVICE CITATION To a Unit with over 200 members. For the Most Outstanding single program that has benefited or assisted their community during the year. Remember to report hours and participants. Include the hour sheets for verification.

PATRICIA JEWELL AWARD For the Units under 200 members. For the Most Outstanding Single Program that has benefitted the Community. Remember to report hours and participants. Include the hour sheets for verification.

UNIT CHAIRMAN SEND YOUR ENTRY AND REPORT TO THE DISTRICT CHAIRMAN BY THE DEADLINE. DISTRICT CHAIRMAN SEND THE WINNING ENTRY WITH GREEN SLIP TO THE DEPARTMENT CHAIRMAN BY THE DEADLINE.

Without number of hours reported a report is disqualified for awards.

EDUCATION

GIVE 10 TO EDUCATION Each Unit/ Member will receive a citation for their participation.

District Education Chairmen- please be certain to enclose a listing of the Units/Individual Members which participated, with your year-end report.

Give Ten to Education

- Participate in the Give 10 to Education Program by purchasing items to distribute to schools. List of suggested items and tracking form is enclosed.
- Place a poster with a collection box at local sites (i.e., grocery stores, banks, senior centers, post office), and invite local residents to donate.
- School supplies are needed all year long, not only in the Fall
- Save Box Tops for Education and send them to local schools. Most schools participate in this program.

VETERANS IN THE COMMUNITY

VIRGINIA VAN COVERDEN CITATION- Unit with Best All-around program.

GIRLS STATE

DONATION AWARDS PROGRAM:

The following awards will be given, at Fall Conference for donations (not sponsorships) made to the Michigan American Legion Auxiliary Girls State program, in the previous fiscal period.

<u>Donations of</u>	<u>will receive:</u>
\$ 50.00 - \$ 250.00	A Certificate
\$ 251.00 - \$ 500.00	A Certificate
\$ 501.00 - \$1,000.00	A Certificate
\$ 1,001.00 or more	A Certificate

HISTORIAN

1. HISTORY BOOK NARRATIVE AWARDS:

- a. **Dorothy Goetz Citation** -District submitting the best District History
- b. **Judge Paul V. Gadola Citation** - Unit submitting the best Unit History
- c. **Baynes - Campell Citation** -Most outstanding coverage of the ALA calendar of activities
- d. **Marie Scrumf Citation** - Best Junior History submission

2. HISTORY SCRAPBOOK AWARDS:

- a. **Loretta Fisher Citation** - District submitting best District scrapbook
- b. **Dorothy Stacy Citation** - Unit submitting best Unit scrapbook
- c. **Kay Mishler Citation** - Best Junior scrapbook
- d. **Nora T Wilson- Abyss Citation** - Best History summary

Senior History Contest Content and Scoring

Score:

I. Introduction, Inclusions (10 scoring points) _____ points

1. Title Page

- a. American Legion Auxiliary Department of Michigan History
- b. ALA department administrative year mo/yr to mo/yr
- c. Name of department historian

2. Foreword or dedication
3. A prayer
4. Pledge of Allegiance to the Flag of the United States of America
5. First verse of "The Star-Spangled Banner"
6. Preamble to the Constitution of the American Legion Auxiliary

II. Department Information (10 scoring points) _____ points

1. List of elected and/or appointed department officers for the current administrative year
2. Photograph of department president (optional, black & white or color, not to exceed 5 x 7 in.)
3. List of department chairmen or committee appointments for current administrative year
4. List of national officers and appointed committee members from your department for current administrative year
5. List of department or national awards received at the previous National Convention
6. The typed name/title and written signature (typed signature if submitting it electronically) of the department historian should immediately follow the final paragraph of the history.
7. Index (optional)

III. Appearance - Formatting (10 scoring points) _____ points

Department histories should be submitted electronically according to the following specifications:

1. For electronic submissions, be sure to use letter size document. If a mailed entry, use plain, white paper, 8½ x 11 in.*
2. Page Setup:
 - a. Margins - Left and right margin - 1¼ in.; top and bottom margins - 1 in.
 - b. Pagination – Page numbers should begin on the first page of the historical content. They should be centered and placed 0.5 in. from the bottom of the page.
3. Spacing: Double-spaced with the exception of the Introductory pages (i.e., title page, foreword or dedication, photograph of the department president, prayer, Pledge of Allegiance to the Flag of the United States of America, first verse of "The Star-Spangled Banner" and Preamble to the Constitution of the American Legion Auxiliary), which shall be centered in the middle of the page. Paragraphs may be indented or in block form.
4. Text: 12-point font, Times New Roman or Arial style font

**Note: The National organization prefers electronic submissions. A history may be submitted via postal mail only if the department historian has discussed this form of entry submission with the national historian at least 30 days prior to the deadline. If a department history is submitted for the contest via postal mail, that entry will not be mailed back to the department unless the department has included a pre-paid return mailing label and return packing material along with the department's mailed entry. Any approved mailed entry must be in a soft cover binder for loose-leaf paper, preferably blue with 2.5-inch gold foil American Legion Auxiliary seal centered on the cover or a regulation binder with imprinted seal.*

IV. Content (70 scoring points) _____ points

1. The ALA department annual history shall be written as a factual narrative beginning with the installation of department officers at department convention and ending with the summary of end-of-year reports and closing events for that ALA administrative year.
2. The history shall be written in third person. Please refer to "How to Record Your Department's History" page in the National Historian Programs Action Plan.
3. Use clear, concise language with correct spelling.
4. Do not include or use computer graphics, pen or ink drawings, illustrations, extra material, or newspaper clippings, or other embellishments.
5. You may include up to five (5) photo images placed throughout the history.
6. Be sure the department annual history truly represents a historical account of the department – what the department accomplished. A department history lists those who served as leaders and mentions notable awards or individual achievements. It is not a travelogue or diary of any officer or individual's itineraries. The content is about the department and its collective members mission achievements.

Total Points _____

Junior History Contest Content and Scoring

Score:

I. Introduction, Inclusions (10 scoring points) _____ points

1. Title Page
 - a. American Legion Auxiliary Department of Michigan Junior History
 - b. ALA department administrative year mo/yr to mo/yr
 - c. Name of honorary department Junior historian
2. Foreword or dedication
3. A prayer
4. Pledge of Allegiance to the Flag of the United States of America
5. First verse of "The Star-Spangled Banner"
6. Preamble to the Constitution of the American Legion Auxiliary

II. Department Information (10 scoring points) _____ points

1. List of elected and/or appointed honorary department Junior officers for the current administrative year
2. Photograph of honorary department Junior president (optional, black & white or color, not to exceed 5 x 7 in.)
3. List of the five (5) honorary national Junior division vice presidents for the current administrative year
4. List of department or national Junior awards received during the year
5. The typed name/title and written signature (typed signature if submitting it electronically) of the honorary department Junior historian should immediately follow the final paragraph of the history.
6. Index (optional)

III. Appearance (10 scoring points) _____ points

IV. Content (70 scoring points) _____ points

1. The ALA department Junior history shall be written as a factual narrative beginning with the installation of department Junior officers and ending with the summary of end-of-year reports and closing events for that administrative year.
2. The history shall be written in third person. Please refer to "How to Record Your Department's History" page in the National Historian Programs Action Plan for guidance.
3. Use clear, concise language with correct spelling.
4. Do not include or use computer graphics, pen or ink drawings, illustrations, extra material, or newspaper clippings, or other embellishments.
5. You may include up to five (5) photo images placed throughout the history. (optional)
6. Be original and unique in thought and presentation
7. Be sure the department annual history truly represents a historical account of the department – what the department accomplished. A department Junior history lists those who served as leaders and mentions notable awards of individual achievements. It is not a travelogue or diary of any officer or individual's itineraries. The content is about the department and its collective members mission achievements.

Total Points _____

JUNIOR ACTIVITIES

JUNIOR MEMBER OF THE YEAR An award presented to a Junior member in recognition of her dedicated service efforts and talents.

1. A narrative typed essay not to exceed 500 words describing nominee's accomplishments during the current administrative year.

2. Nomination must be signed by unit **Junior Activities advisor and the senior unit president**
3. Each unit is limited to one nomination.

The Nominee should not be an Active Honorary Department Junior President

AMELIA MUTH CITATION A citation presented to the unit chairman reporting the best overall Junior Activities program, including accomplishments in the Auxiliary Program

1. Narrative Form
2. 1000 words or less
3. Typed Double Space
4. Unit Name, number, Junior Activities Chairman's name and address, Department Name

* **Winning entry to be forwarded to National for both.**

TINA SUTHERLAND CITATION (Runner up for Junior Member of the Year). An award presented to a Junior for her dedicated service, efforts, and talents. This Junior member has worked hard for the programs of the American Legion Auxiliary.

Not to exceed 500 words

VICTORIA BETZ SPIRIT CITATION Awarded to the Junior who has held an office either on District or Unit Level for her outstanding work in the Auxiliary programs as an officer.

- | | |
|-----------------------------|----------------------------|
| 1. Narrative Form | 4. No more than 5000 words |
| 2. Double spaced. | 5. Pictures allowed |
| 3. Written in her own words | |

ADA SAMGSTER-PATRICIA KWIAKOWSKI CITATION

To the Junior Unit Reporting the most complete Junior participation in Civil Preparedness and National Security

- | | |
|-------------------|---------------------|
| 1. Narrative form | 3. 1000 words |
| 2. Double spaced | 4. Pictures allowed |

LEONA PUCKETT DEPARTMENT LEADERSHIP AWARD This award is given to the Junior Member who exemplifies leadership within the Junior Group. "Purpose" to develop and prepare capable and knowledgeable leaders to carry on the growth and success of the Auxiliary by promoting activities and resources that educate, motivate and mentor members of all ages and levels of the organization.

1. Narrative Form
2. 500 Words
3. Pictures and examples encouraged

All award submissions should be sent to the Department Chairman by the deadline. Be sure to attach the Green Slip!!!!

LEADERSHIP

MOST OUTSTANDING UNIT LEADERSHIP PROGRAM A certificate will be presented to the Unit with the best overall Leadership program. Entry must be in a narrative form, not to exceed 1000 words. Send your entry to your District Leadership Chairman postmarked by the deadline. The District Chairman will send it to the Department Chairman postmarked by the deadline with a Green Slip attached to the winning entry from her District. Winner will be forwarded to National.

SANDRA A. KNAPP AWARD This certificate is presented to the District with the best Overall Leadership Program. Entries must be in narrative form, not more than 500 words and sent to the Department Chairman postmarked by the deadline.

MY MENTOR AWARD This is your chance to honor the Auxiliary member whose example has encouraged you to become a good member/leader. She may have worked closely with you, or you may have admired her from afar. There is no time limit on this award. Write about how she has impacted your life as part of the ALA. In 500 word or less tell us about her including her name, Unit and District number. Send your entry to your District chairman by the deadline. The District Chairman will send the winning entry from her District to the Department Chairman by the deadline with a Green Slip attached.

UNIT MEMBER OF THE YEAR To recognize the contributions made by a valued unit member who **never held an office higher than unit president**. It celebrates and recognizes those members who quietly work the mission of the American Legion Auxiliary. Encourage other Units to participate. The Department winning Unit Member of the Year will be recognized at National Convention.

Unit Member of the Year Award Criteria:

1. Only senior members in good standing are eligible.
2. Current membership dues must be paid.
3. Member cannot have obtained an elected or appointed leadership role higher than Unit President.
4. Selection based on accomplishments, activities, etc. for the current administrative year.
5. Years of membership are not part of the criteria; the nominee may be a new member.
6. Each Department may submit only one entry to National.
7. The Unit must submit a narrative of 1,000 words or less describing the nominee's accomplishments and activities together with the nominee's name and address. The Unit President and Secretary must sign the entry form unless the nominee is one of them, in which case a Past Unit President must sign the entry form.
8. **All entries must be submitted to your District Chairman by the deadline.**

District Chairman must submit the winning entry, along with **GREEN SLIP by the deadline** to Department.

Submit entries to:

American Legion Auxiliary Department of Michigan C/O (Department Chairman)
212 N. Verlinden Lansing, MI 48915

Or email to: Department Chairman, remember to include a subject title on email.

LEGISLATIVE

ALICE THOMAS CITATION One winner to the District with the most Legislative Bulletin subscriptions ordered.

ROMAINE ROETHEL CITATION A citation presented to a Legislative Chairman for the best narrative year-round report in 1,000 words or less. This award was named for Past Department President Romaine Roethel from Unit #190 in Detroit, who served as

Department President in 1969-1970. Romaine went on to become National President, serving in 1981-1982.

UNIT LEGISLATIVE AWARD A citation presented to the Unit Chairman reporting the most outstanding overall legislative program. Entry must be typewritten in narrative form, not to exceed 500 words. Pictures and newspaper article may be included.

ALL ENTRIES MUST BE SENT TO THE DEPARTMENT CHAIRMAN BY THE DEADLINE.

MEMBERSHIP

CHLOE O'NEIL CUP The unit having the greatest numerical increase in members 30 days prior to Department Convention.

DOYLE CUP The unit having the highest percentage goal on April 1st .

ELIZABETH LYONS CITATION District Membership Chairman whose District shows the highest percentage increase 30 days prior to Department Convention.

ESTHER V. MCCOY CUP Unit having the highest percentage increase over the previous year's membership 30 days prior to Department Convention.

GLADYS TAYLOR CITATION Unit with the highest percentage of goal by January 31st .

ORLENE PENNING CITATION Junior group having the most new members for the year.

PATRICIA DONALDSON CITATION Unit with 200+ members having the greatest numerical increase in membership 30 days prior to Department Convention.

ETHEL STITT CUP The district having the greatest numerical increase in members 30 days prior to the Department Convention.

ALL UNITS THAT REACH THEIR GOAL BY MAY 25th WILL BE AWARDED RIBBONS.
REMINDER, PLEASE UTILIZE WEBSITES FOR MORE INFORMATION AND FORMS
michaloux.org. ALAforveterans.org

MUSIC

GOLDIE BROOKS CITATION To the Unit Chairman submitting the best monthly reports of the year regarding music activity.

HILDEGARD KORFF CITATION To the District Chairman submitting the best monthly reports of the year regarding music activity.

NATIONAL SECURITY

AGNES DUNN CITATION This citation is presented to the Unit promoting the best all-around report on National Security work.

IMOGENE COWGILL CITATION This citation is presented to the Unit promoting the best crime prevention program or honoring a local officer.

PHYLLIS VANHILL CITATION This citation is presented to the Unit promoting the best fire prevention program or honoring a firefighter.

All entries for Department Awards must be in narrative form. The first page must contain Department, District Number and Unit name and number, and the Title of award you are entering. Please know that the winning award that qualifies for a National Award submission will not be returned, so do not include any pictures, scrapbook, or newspaper articles that you want to keep. Make sure to include the green sheet.

SALUTE TO SERVICEMEMBER The National Security Committee will recognize the military service of female personnel, including the National Guard and Reserve components, representing each branch of service at the National Convention.

Salute to Servicemember Award Criteria:

1. Nominees should be on active duty or reserves and willing to attend the National Convention if possible. A brief narrative of their Military Service should be included with the entry.
2. The nominating person or the servicewoman writes a narrative (750 words or less) or creates a YouTube video (3 minutes or less, under 2GB) that shows the nominated servicewoman demonstrating exemplary service both in and out of uniform making the future face of **women in the military**.
3. Entry must include nominee's name, address, Unit name and number and the signature of the Unit President or Past Presidents Parley Chairman.
4. One applicant for each branch of service (Army, Navy, Air Force, Marines and Coast Guard (including National Guard and Reserve components of each branch).
5. **Units: Submit your entries by the deadline to your District Chairman.**
6. **Districts: Submit your entry with the Green Slip by the deadline to:**
American Legion Auxiliary Department of Michigan C/O (Department Chairman), 212 N. Verlinden Lansing, MI 48915
Or email to: Department Chairman. Remember to put a subject title on email.

PAST PRESIDENTS PARLEY

TRUDY ANDERSON MEMORIAL CITATION For the most outstanding Parley report submitted in essay form (500-1000 words) to the District Chairman by the deadline. **The District Chairman** is to send the winning entry from the District to **Department Chairman by the deadline with the Green Slip.**

POPPY

POPPY AWARENESS DISPLAY CONTEST (For Junior or Senior Members)

Units should send their 1st Place entry onto their District Chairman by the deadline.

Districts should send their 1st Place entry, accompanied with a Green Slip, onto the Department Chairman by the deadline.

1. Poppy Display Contest can be entered by the Junior and/or Senior Unit Member
2. The display must be exhibited for at least one week between April 1st and March 31st. Allow time to include in Annual Reports) The display can be in a store front, in a school or library, anywhere outside of the Post Home.
3. Each display must have as its main object "The Poppy" and must include the wording "American Legion Auxiliary". (The word "buddy" must not be used.)
4. The display may include the Poppy Story and/or the benefits derived from Poppy Distribution, the poem, "In Flanders Fields", etc.
5. A colored or black and white picture, (no larger than 8 X 10 or smaller than 4 X 6), shall be submitted for judging.
6. Please include a brief description of where and when the Display was exhibited, along with your name, address, Unit number, District number, and contact information.

Department Awards.

1. 1st place Senior Member Entry \$10.00
2. 1st place Junior Member Entry \$10.00

ARTISTIC CREATION CONTESTS (for Junior Members, Senior Members and Special Needs).

Units should send/deliver their 1st Place entry onto District for judging by the deadline.

Districts should deliver their 1st Place entry, accompanied with a Green Slip, to Department Convention on Thursday by 1:00 p.m. for judging, with a Green Slip attached).

Artistic Creation Categories...

- a. **Poppy Centerpiece** – the poppy must be the main flower, even though other flowers may be used in the arrangement. A centerpiece should be able to be viewed from any direction.
- b. **Poppy Unique Display** – the poppy must be the main flower, even though other flowers may be used. A unique display doesn't need to be visible from all sides, like a centerpiece.
- c. **Poppy Corsage or wristlet**– the poppy must be the main flower, even though other flowers may be used.

Judging – Originality 25%, Best use of poppy 50%, Overall Appeal 25%

Department Awards – The Junior, Senior, Special Needs-Class VII. Awards will be \$10 for each Class 1st Place entry.

POPPY POSTER CONTEST (for students from 2nd -12th grade, including Special Needs)

Units should judge and forward their 1st Place winner (for each Class), onto their District Chairman by **the deadline**. *(Note-verify with your District Poppy Chair for specifics).

Districts should send their 1st Place winner (for each Class), accompanied with a Green Slip onto the Department by **the deadline**.

1. Poppy Poster Contest Rules

Units shall sponsor contests in local schools. When schools do not conduct activities, other youth groups such as our Juniors, church, scouting, may participate, if supervised by a Unit member.

2. There are seven classes:

Class I: Grades 2 & 3

Class II: Grades 4 & 5

Department Awards

1st Place =\$50.00

2nd Place=\$25.00

Class III: Grades 6 & 7
Class IV: Grades 8 & 9
Class V: Grades 10 & 11
Class VI: Grade 12

3rd Place =\$15.00

Class VII: Students with special needs defined as: Those in special education classes, a student recommended for special education classes and not admitted due to waiting list or another factor. A child identified as having a disability, but not in special education class due to lack of facilities.

3. Poppy Poster Requirements

- a. Each poster shall have a fitting slogan not to exceed 10 words. (Articles “a,” “and,” “an,” “the,” will not be counted as words. The words “Buddy” and “buy” cannot be used.)
- b. The words “American Legion Auxiliary” must be used in the design of the poster and will not be counted in the 10-word count.
- c. Each poster must include one (or more) picture of the red Flanders Field poppy(s).
- d. The poster shall be on 11 X 14 poster board. (Drawing paper will not be accepted).
- e. The United States Flag may be used as long as there are no infractions of the flag code.
- f. Posters will be judged using the following criteria:
 - 50% - poster appeal (layout, message, originality)**
 - 40% - artistic ability (design and color)**
 - 10% - neatness**
- g. Media used shall be watercolors, crayons, powder or oil paint, handmade paper cutouts, ink or textures, acrylics, pencils, and markers.
- h. Written in INK on the back of the poster (not attached), shall be the Class (I-VII), the students name, address, age, and grade of the contestant, name of the Unit and number and name of Department of Michigan.
- j. No humorous drawings or slogans shall be used.
- i. Submissions become the property of the American Legion Auxiliary.
- j. The poster shall be the work of only one individual.
- k. The label “In Memoriam” from the veteran-made poppy may not be used.

*While ALA representatives will do their best to return all posters, it is not guaranteed. We recommend participants take a picture or scan their poster for their records.

LITTLE MISS POPPY Little Miss Poppy (Department Award 1st Place=\$50.00)
Units should send their 1st Place entry onto their District Chairman by **the deadline**

Districts should send their 1st Place entry, accompanied with a Green Slip, onto the Department Chair by **the deadline**.

1. Rules

- a. Participant must be between six and twelve years of age and be a Junior member in good standing
- b. Promotional activity of the Poppy Story must occur through the American Legion, the American Legion Auxiliary, and the community.
- c. Selection of Little Miss Poppy is at the discretion of the Unit.
- d. For Little Miss Poppy consideration, participant, must submit a Little Miss Poppy Scrapbook (8-1/2 X 11”) containing photos and clippings illustrating how she promoted the American Legion Auxiliary Poppy in her Department. Only scrapbooks that contain a self-addressed envelope with postage will be returned. Although every effort will be made to return the scrapbook, accidents do happen, so all entrants must allow for that risk.

2. Criteria for judging Little Miss Poppy Scrapbook entries :

- a. Costume (there is no specific dress code or color for Miss Poppy)
- b. Promotion of the Poppy Program: What did you share and do?
- c. Publicity of Poppy activities (newspapers, radio/TV, etc.)
- d. Write narrative report on “What I Have Learned Being Little Miss Poppy.”
- e. Write essay on “Memorial Poppy” not to exceed 100 words.

- f. The memorial poppy must be visible in all promotion and publicity submitted
 - g. Neatness and creativity.
 - h. Cover page to include member name, Unit name, state, age division and year.
 - i. Judging scale should be 1 through 10 for each area of judging for entire entry.
- (The Little Miss Poppy winner will be invited to appear at the ALA National Convention. If she chooses to attend, travel will be at her own expense. Please follow instructions as you fill out the National Report and Awards Cover Sheet).

PUBLIC RELATIONS

PRESS BOOKS

GLADYS LEE CITATION To the Unit with the most publicity in a WEEKLY newspaper, substantiated by articles in their Press Book. Will be judged based on word the count.

ALMA VIERGEVER CITATION To the Unit, under 75 members, with the most publicity in a daily, weekly, or monthly paper, substantiated by articles in their Press Book. Will be judged based on the word count.

LESLIE F. KEFGAN CITATION To the Unit with the most inches of publicity in a daily newspaper, substantiated by articles in their Press Book.

IVY LEE REINHARDT CITATION To the Unit with the best all-around Press Book.

ADA BOGART CITATION For the best Junior publicity Press Book.

CRITERIA FOR PRESS BOOK ENTRIES:

1. Material must be prepared in a Press Book no larger than 12" X 15" on 8-1/2 X 11 pages.
2. The first page of the entry must include the name, address and phone number of the Unit Chairman, name of the Unit and the total number of inches and pictures in the Press Book.
3. The entry must also include a completed copy of the Unit's Annual Report Form.
4. Photostat copies of articles may be used.
5. The name of the newspaper, date and page number must be at the top of each article.
6. Newspaper articles, bulletins and photography concerning an Auxiliary and/or Legion Family function/program should be included in chronological order.
7. Paid articles are not to be included.
8. The Press Book should tell the story of how the Programs of the ALA were promoted in the Unit.
9. *Do not underline anything!*
10. American Legion Auxiliary or American Legion should be included in each article.

MARIAN "PIC" WEBSTER CITATION Website award to the Unit creating/maintaining the best website.

Criteria:

1. Award is personalized mouse pad and congrats letter.
2. Award presented to all Units developing a properly branded website or social media account during the current ALA administrative year.

3. information OR name and contact information for the ALA coordinator. If webmaster/administrator is a third-party Site/Account must have been created after September 1 of the current ALA administrative year.
4. Website/Facebook page must conform to "Website and Social Media Guidelines" in the ALA Branding Guide.

UNIT "LETTER STYLE" NEWSLETTER Award for a Unit unable to publish a larger formal newsletter but sends out a newsletter in a form of a letter to their members.

DISTRICT "LETTER STYLE" NEWSLETTER Award for a District who prefers not to publish a large formal newsletter but sends out a newsletter in the form of a letter to their members.

Criteria for "Letter Style" Newsletter Publications:

1. Units to send one copy of each of three (3) issues to be judged (published between April/March) to the District PR Chairman, postmarked no later than the deadline.
2. Include a copy of the Unit's Annual Public Relations Report with entry.
3. Entries to be judged as follows:

i. Unit/District name, number, address, editor's name	10 points
ii. Meeting information (time, place & contact if needed)	10 points
iii. Member information (new members, illness, etc.)	15 points
iv. Summary of recently completed projects or activity	10 points
v. Upcoming Unit activity(s)	25 points
vi. Auxiliary programs	15 points
vii. General Appearance	15 points
Total possible points	100 points

BEST UNIT NEWSLETTER To the Unit with the best newsletter publication.

BEST UNIT/POST JOINT NEWSLETTER To the Unit with the best joint newsletter publication.

BEST DISTRICT NEWSLETTER To the District with the best newsletter publication.

Criteria for Newsletter Publications:

1. Send one copy each of three (3) issues to be judged. Published between April-March to the District PR Chairman, postmarked no later than the deadline.
2. Include a copy of the Unit's Annual Public Relations Report.
3. Entries will be judged as follows:

i. Masthead (emblem, name of newsletter, date & editors)	10 points
ii. Meeting information (time, place & contact if needed)	10 points
iii. Unit Officers & Chairmen (list or names by articles)	5 points
iv. Member information (new members, illness, birthday, etc.)	10 points
v. Summary of Unit activity/projects recently completed	10 points
vi. Unit Activity/projects coming up	15 points
vii. Auxiliary Program Reports	15 points
viii. Calendar of Events (incl. Dist. & Dept. Mtg. and Events)	10 points
ix. General Appearance	15 points
Total Possible Points	100 points

NOTE – Items listed as Unit should include Legion/Sal if joint publication.

BROADCAST

KANABY BROADCAST CITATION For the best script for either radio or TV program by a Unit. Script verification from Radio and/or TV with written confirmation from said radio and/or TV.

UNIT EFFORT/EVENT NARRATIVE

VIOLA STARKEY CITATION To the Unit with the best narrative describing their outstanding effort/event that positively projects our image or programs.

Criteria:

- A. Article must be written in a narrative form, not to exceed 300 words.
- B. Articles must be of some outstanding activity pertaining to the American Legion Auxiliary or some special community event that involved the Auxiliary. Activity must have taken place in the current Auxiliary year (April-March)
- C. Unit may submit more than one entry in any given year.
- D. Articles must be signed by Unit President and Secretary or PR Chairman.

VETERANS AFFAIRS AND REHABILITATION

NAN SHEPARD PLAQUE A citation will be given to the Unit for the most referrals to The American Legion, personal contacts and contributions to all Rehabilitation funds and the most outstanding activities during the year. Winner is chosen from the annual VA & R reports received from the Units and judged on the District level. All Unit entries must be sent to the District Chairman by the deadline. Your District Chairman must send the winning entry, with the green sheet attached, to the Department Chairman by the deadline.

DOROTHY PEARL REHABILITATION PLAQUE A citation will be given to the Unit reporting the greatest participation in the Department Rehabilitation program. Entries must be in narrative form, not to exceed 1000 words. All reports and entries must be sent to the District Chairman by the deadline. District Chairman must send the Annual Report and winning entry, with the green sheet attached, to the Department Chairman by the deadline.

JACKIE SKINNER HOMELESS VETERANS CITATION A citation will be presented to the Unit reporting the greatest participation in Homeless Veterans initiatives. Entries must be in narrative form, not to exceed 1000 words. The District Chairman must send the Annual report and winning District entry, with the green sheet attached to the Department Chairman by the deadline.

HOURLY BARS Currently refer to only volunteer hours accumulated at the Veterans Hospitals and the Michigan Veterans Homes. Verification of hours may be sent to either the Department Chairman or the Department Hospital Director.

DEPARTMENT OF MICHIGAN SCHOLARSHIPS

Scholarship applications are available for download on Department website:
<http://michalaux.org/scholarships/>

MEMORIAL FUND SCHOLARSHIP

1. Female descendants of veterans whose service date meet Legion eligibility dates.

2. Must be a Michigan resident and attend a Michigan school.
3. Applicants are judged according to financial need and scholastic standing.
4. Multiple \$1500 grants are given each year.
5. The Scholarship grant is for one year, but winners may reapply for one additional year,
6. **See the application rules sheet.**
7. Application must be received on or before February 15. Applicants mail directly to Department.

MICHIGAN NON-TRADITIONAL STUDENT

This scholarship was given by Allen Park Auxiliary Unit 409 as a memorial to Aletha (Lee) Harvey (deceased) Unit Education Chairman from 1977 to 1998 and other deceased members of Unit 409.

1. Applicant must be a descendant of a veteran
2. Must be over the age of 22 and attending school for the first time or a student who returning to school after a period in which his/her education was interrupted
3. Must be a Michigan school/vocational school.
4. **See the application rules sheet.**
5. Two-year scholarship in the amount of \$500/year
6. Only one candidate per Unit
7. Unit must complete the sponsoring Unit section of the application which must be received on or by Department by February 15. The Unit mails to Department

MEDICAL CAREER SCHOLARSHIP

Scholarships in the Field of Medicine: To assist deserving students who are pursuing the education in the nursing field, physical therapists, respiratory therapists, and staff in general.

1. Applicants must be a descendant of a veteran.
2. Multiple grants in the amount of \$1,000.00 will be given each year.
3. It can be applied toward the expense of tuition, room and board fees, books and supplies necessary for pursuit of study in the Medical field at any school, college, or other educational institution in the State of Michigan.
4. Applicants should be in the top quarter of their class.
5. The scholarship is restricted to students going into or completing their senior year of high school and entering their first year of college.
6. Applicants must qualify and be in need of assistance. Complete financial information must be provided by the applicant's family. This information will be kept confidential.
7. **See the application rules sheet.**
8. Application must be received on or before February 15. Applicants mail directly to Department.

BETTY J. CLINE SCHOLARSHIP

This scholarship was given by Charles A. Hammond Unit 8 in Port Huron, in honor of Past Department President Betty J. Cline.

1. Applicant must be the descendent of a veteran, who service falls within American Legion eligibility guidelines
2. Applicant must reside in Michigan at the time of application and for one year before the award date.
3. Applicants must be going into their Senior year in high school through their freshman/sophomore year of college, but not over the age of 25 years.

4. Applicant must pursue a course of study at any school, college or other educational institute in Michigan.
5. **See the application rules sheet.**
6. One (1) \$1500.00 will be awarded each year
7. Application must be received on or before February 15. Applicants mail directly to Department.