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<td>28</td>
</tr>
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## Important Dated Items Enclosed:

ALA Lady of Year Form, Unit Data Form, Annual Report Forms, Walk, Run & Roll Forms
Happy New Year “Auxiliary Stars!”

I hope this finds everyone ready to “sparkle and shine” in our programs like the “Stars” you are!!! Thank you to everyone who attended our Zone Workshops! This is a time where we reconnect after the holidays and renew our commitment to our veterans, our military, their families and our communities!

Membership is so important! Did you know that any Unit, District or Department officer or chairman that has not paid their dues by January 31, 2014, is no longer allowed to participate in their position until their dues are paid? Every member that we had in 2012-2013 needs to be paid up for 2013-2014 now. Please do not hold any membership; send it in promptly! Remember: RECRUIT, REJOIN, RENEW!

Valentine’s Day is the perfect holiday to let your love for our veterans show. Appreciate the “Stars” in your own Post family...and if there are female Legionnaires that are not yet dual members, let them know that by being an American Legion Auxiliary member they can make a difference for young women. Our membership supports candidates for Girls State, educational scholarships, female participants in our American Legion youth programs and helps develop leadership skills through mentoring.

There are many reasons why I would love for us to reach 100% membership:

1. Because we will continue our tradition of excellence re-established last year under the leadership of our National President Peggy Thomas, and we can again be at the top during our own National Commander Dan Dellinger’s year;
2. Because we will keep pace with the Department of Virginia’s American Legion and Sons of the American Legion that are currently ahead of us (NOTE: Commander Linden Dixon is very happy to remind me of their membership status each time we meet up at Legion Family events)...and;
3. Because I would love to win my bet with Commanders Dixon and Ferrell and NOT have to go in a dunk tank at Convention! Remember, the funds collected at the dunk tank go to the winner’s (the group with the highest percentage of membership at the end of May) project and it should be ours: “STARS: Support To All Recovering Servicemembers!”

Please register for the Department Spring Conference in Virginia Beach. National President Nancy Brown-Park will be joining us and we have a special “Walk, Run and Roll” event scheduled (which is her passion!) Everyone can participate whether you walk or help support the walk in another fashion. Check out the information in this Bulletin! I look forward to seeing everyone at the beach!!!

“Every day is the best day to honor the men and women who have served and are serving now to preserve our freedom!”

For God and Country,

Cindy Kokernak

Cindy Kokernak
Department President
Red Stars of the Eastern Zone

It is already 2014! How quickly the time passes as we shine our Red Stars of the Eastern Zone serving our Veterans, Children and Youth and the Community.

The Eastern Zone Leadership Workshop provided valuable information on our programs. The bright Red Stars were refreshed and refueled. We gained insight and knowledge as we participated in Program Activities with our Department Chairmen; leaving with a sense of renewed energy to make this a stellar year.

I know you are all working hard to make our second Membership Milestone of 70% by January 31, 2014. Keep up the great job of bringing in members and working our programs. I look forward to seeing all of you at the Spring Conference in March.

For God and Country

Denise Kelley

Eastern Zone Vice-President
7010 Church Road
Petersburg, Virginia 23803
H 804-862-9302  C 804-516-7154
wdkellina@aol.com
DISTRICTS 9TH & 10TH  
CALL  
NINTH & TENTH DISTRICT SPRING CONFERENCE  

TO:  Department President  
     Department Officers  
     Department Chairman  
     Ninth & Tenth District Officers and Chairmen  
     Ninth & Tenth District Unit Presidents and Secretaries  

The Ninth & Tenth Districts, Department of Virginia American Legion Auxiliary are hereby called to the Conference Meeting, Sunday, February 2, 2014. This meeting will be held at the Post 54, Bedford, Virginia-Unit 54.

Registration will begin at 1:30 p.m.  
Joint Opening will be at 2:00 p.m.  
(Followed by separate meetings after the opening)  
Refreshments will be served after the meetings.

Discussion on matters relating to our organization will be given and reports will be given on activities. Also remember to bring gifts to the Convention in July in Roanoke.

DISTRICT DUES are $10.00 per unit. Please make checks payable to Vernice Watts (please note for 9th & 10th District Dues at the left hand bottom corner of your check on the Memo line). You can mail the Dues to Vernice Watts, District Treasurer, 1088 Tye Brook Highway, and Piney River, Virginia 22964. Thanks for your prompt attention to this matter.

Looking forward to seeing you at the meeting.

Vernice Watts, Secretary/Treasurer  
1088 Tye Brook Highway  
Piney River, Virginia 22964  
(434) 277-5693

Maxine Whitworth, President  
10855 Forest Road  
Forest, Virginia 24551  
(434)525-0803
Community Service

Don’t forget there is still Community Wide Service Projects your Unit can work on for National Days of Service:

January 20, 2014 - Martin Luther King Jr. Day of Service
April 6-13, 2014 - National Volunteer Week
April 11-13, 2014 - Global Youth Service Days
June 14, 2014 - Flag Day
July 4, 2014 - Independence Day

Also; work with your Legion Post organizing a Job Fair, participate in a Community Blueprint organizing effort in your community, become a Career e-Mentor for Military Spouses.

ANNUAL REPORT DEADLINE - APRIL 15, 2014

See you ALL at the 5K

WALK, RUN and ROLL
MARCH 14, 2014
at the Virginia Beach Boardwalk

Cheryl Shiao
Community Service Chairman
2001 Stratton Major Rd
Shacklefords, Virginia 23156
804-705-2512
shine4je2@yahoo.com
Your Constitution and Bylaws-
A Sure Pathway to the Stars

All Units should have received a letter from this chairman stating the status of their current Constitution and Bylaws. If not, please contact me using the information below.

Thus, by the time you receive this, you are well on the way to reviewing your current Constitution and Bylaws. If you have not, please do so as soon as possible.

A year in review:
• To protect your unit officers, all units are strongly encouraged to incorporate and place this information in your Constitution and Bylaws.
• The IRS also requires all non-profits to fill a 990N form. Please include in your Standing Rules that you will file this 990N form annually.
• Place day to day policies of your unit in your Standing Rules, i.e., dues amounts.
• Review your Department and newly revised National Constitution and Bylaws; make any necessary changes to be in compliance with these.

Susan F. Lee, Chairman
11201 Mansfield Club Dr.
Fredericksburg, VA 22408
540-373-6248 h
540-857-3561 c
worldtl@verizon.net

Members: Peggy Thomas and Patricia Upsh
EDUCATION

SCHOLARSHIPS: Make sure scholarship applications are in the hands of local high school counselors.

Meet with scholarship applicants and review the applications making sure all parts are filled out properly.

Adhere to the application deadlines:
March 1, 2014- applications to Unit Presidents
March 15, 2014- applications to Dept. Chairman

Applications received after these dates will NOT be accepted.

Dianne McCoy
Education Department Chairman
1913 Retreat Dr. Mechanicsville, VA 23111
dianne.m1013@gmail.com
804-869-8400
Girls Nation Award

"Pass It On"
Membership Mission Award

Units are to demonstrate how working the mission of the ALA Girls Nation Committee engaged, retained, and attracted members to grow membership in their unit.

***What did your Unit do to grow membership via the Girls State Program?***

Units may choose their means to demonstrate this - power point, essay, photos, etc.

A Special Citation will be given to the best unit in each division!

Send your entry to the Department Secretary by May 1, 2014
Junior Activities

Virginia's Rising Stars Are Happy To Announce This Year's Annual Junior Sleep Over And Bazaar!!!!!!

This year the juniors will be hosting their annual bazaar at our Spring Conference in Virginia Beach and they need your help!

We are looking for new or gently used items for the bazaar. Please bring donation items for the bazaar to the Junior suite. Location information will be posted at the hotel upon your arrival.

We will also be having the annual Junior sleep over Friday, March 14th, look for time and location information at the registration desk along with permission slips.

Sarah Dorfman~Jr. Activities Chairman
Please take a moment to thank a veteran for their service, without them we would not have all the freedoms we have today. Show your support for your veteran by renewing your membership and commitment of service to all veterans. Encourage others to show their support for their veterans by renewing or joining us in our service.

We are working toward our next milestone of 70%, with everyone’s extra effort I know we can reach our goal. Congratulations to the 71 Units who have already reached the 70% milestone, a special recognition for Richmond Unit 1 at 220%.

The District Presidents are also hard at work with 8 of the Districts achieving or surpassing the goal. Thirteenth District 94.37%, Seventh and Eighth District 82.12%, Sixth District 79.49%, Eleventh District 76.33%, Fourteenth District 75.32%, Twelfth District 74.64%, Third District 71.36% and Fifteenth District 70.11%.

The Western Zone is in the lead in the Zone Standings however it is really close, Western Zone 70.06%, Northern Zone 69.50% and Eastern Zone 67.80%.

Thank you for all your hard work and dedication to membership, we are so close at 65.34%, I know you can do it! Keep up the great work!

Recruit Renew Rejoin

Paula Kampanos
Membership Chairman
## ZONE Standings

<table>
<thead>
<tr>
<th>Region</th>
<th>Standings</th>
<th>Curr Year Mbrs</th>
<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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<tr>
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<td>3127</td>
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<tr>
<td>WESTERN</td>
<td>2</td>
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<td>1401</td>
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<tr>
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## District Standings

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<th>Curr Year Mbrs</th>
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<th>Curr Year Goal</th>
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<tr>
<td>FIRST&amp;SECOND</td>
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<td>860</td>
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<td>653</td>
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<td>FOURTH</td>
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<tr>
<td>FIFTH</td>
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<td>390</td>
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<td>504</td>
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<td>FOURTEENTH</td>
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<tr>
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<td>OVERALL TOTAL</td>
<td>6350</td>
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## YEAR TO DATE TOTALS AND SUMMARY

| DEPT MEMBERSHIP GOAL:   | 8861           |
| MEMBERSHIP AS OF 1/24/2014 | 6350           |
| REMAINDER TO MEET GOAL: | 2511           |

71.66%
**FIRST&SECOND DISTRICT-- EASTERN Zone-- (11 Units)**

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<th>Unit</th>
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<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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<tr>
<td>5</td>
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<td>77</td>
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<td>85</td>
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<tr>
<td>56</td>
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<tr>
<td>60</td>
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<tr>
<td>113</td>
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<td>159</td>
<td>CHINCOTEAGUE</td>
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<td>158</td>
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<td>190</td>
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<td>280</td>
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<tr>
<td>310</td>
<td>CHURCHLAND</td>
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<td>16</td>
<td>18</td>
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<td>327</td>
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<tr>
<td>400</td>
<td>EXMORE</td>
<td>9</td>
<td>9</td>
<td>11</td>
<td>100.00%</td>
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Pres: K Mack-Matthews

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<tr>
<td>25</td>
<td>NEWPORT NEWS</td>
<td>68</td>
<td>134</td>
<td>136</td>
<td>50.75%</td>
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<tr>
<td>31</td>
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<td>48</td>
<td>PHOEBUS</td>
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<td>96</td>
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<tr>
<td>67</td>
<td>HAMPTON</td>
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<tr>
<td>75</td>
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<td>58</td>
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<td>50</td>
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<td>18</td>
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<td>273</td>
<td>POQUOSON</td>
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<td>368</td>
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<td>160</td>
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<td>263</td>
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<tr>
<td>1997</td>
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<td>17</td>
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<td>19</td>
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Pres: M. Westbrook

**THIRD DISTRICT-- EASTERN Zone-- (9 Units)**

<table>
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<tr>
<th>Unit</th>
<th>Location</th>
<th>Curr Year Mbrs</th>
<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>PETERSBURG</td>
<td>150</td>
<td>165</td>
<td>167</td>
<td>90.91%</td>
</tr>
<tr>
<td>49</td>
<td>SMITHFIELD</td>
<td>51</td>
<td>64</td>
<td>66</td>
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</tr>
<tr>
<td>73</td>
<td>FRANKLIN</td>
<td>28</td>
<td>41</td>
<td>43</td>
<td>68.29%</td>
</tr>
<tr>
<td>120</td>
<td>DISPUTANTA</td>
<td>46</td>
<td>45</td>
<td>47</td>
<td>102.22%</td>
</tr>
<tr>
<td>146</td>
<td>HOPEWELL</td>
<td>121</td>
<td>148</td>
<td>150</td>
<td>81.76%</td>
</tr>
<tr>
<td>151</td>
<td>EMPORIA</td>
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Pres: J. Cannon

**FOURTH DISTRICT-- EASTERN Zone-- (6 Units)**

<table>
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<th>Unit</th>
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<th>Per Cent Standings</th>
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<tbody>
<tr>
<td>8</td>
<td>SOUTH BOSTON</td>
<td>50</td>
<td>72</td>
<td>74</td>
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AS OF 1/24/2014
### FIFTH DISTRICT -- WESTERN Zone -- (8 Units)

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<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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<tr>
<td>43</td>
<td>CHASE CITY</td>
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<td>45</td>
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<td>50</td>
<td>CREWE</td>
<td>14</td>
<td>11</td>
<td>13</td>
<td>127.27%</td>
</tr>
<tr>
<td>79</td>
<td>SOUTH HILL</td>
<td>49</td>
<td>86</td>
<td>88</td>
<td>56.98%</td>
</tr>
<tr>
<td>99</td>
<td>HALIFAX</td>
<td>75</td>
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<tr>
<td>260</td>
<td>KEYSVILLE</td>
<td>20</td>
<td>51</td>
<td>53</td>
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<tr>
<td>337</td>
<td>VIRGILINA</td>
<td>12</td>
<td>13</td>
<td>15</td>
<td>92.31%</td>
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Pres: J. Henry

<table>
<thead>
<tr>
<th>Unit</th>
<th>Location</th>
<th>Curr Year Mbrs</th>
<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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<tr>
<td></td>
<td></td>
<td>242</td>
<td>374</td>
<td>390</td>
<td>64.71%</td>
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### SIXTH DISTRICT -- WESTERN Zone -- (8 Units)

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<th>Unit</th>
<th>Location</th>
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<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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</thead>
<tbody>
<tr>
<td>29</td>
<td>DANVILLE</td>
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<tr>
<td>42</td>
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<td>78</td>
<td>MARTINSVILLE</td>
<td>28</td>
<td>45</td>
<td>47</td>
<td>62.22%</td>
</tr>
<tr>
<td>105</td>
<td>STUART</td>
<td>19</td>
<td>14</td>
<td>16</td>
<td>135.71%</td>
</tr>
<tr>
<td>127</td>
<td>FLOYD</td>
<td>14</td>
<td>19</td>
<td>27</td>
<td>73.68%</td>
</tr>
<tr>
<td>232</td>
<td>GREETA</td>
<td>11</td>
<td>10</td>
<td>12</td>
<td>110.00%</td>
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<tr>
<td>325</td>
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<td>86</td>
<td>98</td>
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</tr>
<tr>
<td>1097</td>
<td>DANVILLE</td>
<td>97</td>
<td>116</td>
<td>118</td>
<td>83.62%</td>
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Pres: A. Barbour

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<tbody>
<tr>
<td></td>
<td></td>
<td>303</td>
<td>353</td>
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### SEVENTH & EIGHTH DISTRICT -- WESTERN Zone -- (8 Units)

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<th>Per Cent Standings</th>
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<tbody>
<tr>
<td>7</td>
<td>PULASKI</td>
<td>12</td>
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<tr>
<td>9</td>
<td>WYTHEVILLE</td>
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<td>9</td>
<td>11</td>
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</tr>
<tr>
<td>18</td>
<td>MARION</td>
<td>20</td>
<td>18</td>
<td>20</td>
<td>111.11%</td>
</tr>
<tr>
<td>68</td>
<td>NARROWS</td>
<td>29</td>
<td>35</td>
<td>37</td>
<td>82.86%</td>
</tr>
<tr>
<td>164</td>
<td>GRUNDY</td>
<td>39</td>
<td>44</td>
<td>46</td>
<td>88.64%</td>
</tr>
<tr>
<td>185</td>
<td>JONESVILLE</td>
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<td>12</td>
<td>14</td>
<td>100.00%</td>
</tr>
<tr>
<td>229</td>
<td>RURAL RETREAT</td>
<td>29</td>
<td>31</td>
<td>33</td>
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Pres: B. Clevinger

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<tr>
<td></td>
<td></td>
<td>151</td>
<td>179</td>
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### NINTH & TENTH DISTRICT -- WESTERN Zone -- (10 Units)

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<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>ROANOKE</td>
<td>4</td>
<td>8</td>
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<td>50.00%</td>
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<tr>
<td>16</td>
<td>LYNCHBURG</td>
<td>191</td>
<td>251</td>
<td>253</td>
<td>76.10%</td>
</tr>
<tr>
<td>17</td>
<td>LOVINGTON</td>
<td>6</td>
<td>10</td>
<td>12</td>
<td>60.00%</td>
</tr>
<tr>
<td>52</td>
<td>BROOKNEAL</td>
<td>18</td>
<td>19</td>
<td>21</td>
<td>94.74%</td>
</tr>
<tr>
<td>54</td>
<td>BEDFORD</td>
<td>13</td>
<td>12</td>
<td>14</td>
<td>108.33%</td>
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AS OF 1/24/2014
### NINTH & TENTH DISTRICT -- WESTERN Zone -- (10 Units)

<table>
<thead>
<tr>
<th>Unit</th>
<th>Location</th>
<th>Curr Year Mbrs</th>
<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
</tr>
</thead>
<tbody>
<tr>
<td>104</td>
<td>APPOMATTOX</td>
<td>37</td>
<td>44</td>
<td>46</td>
<td>84.09%</td>
</tr>
<tr>
<td>134</td>
<td>DILLWYN</td>
<td>14</td>
<td>16</td>
<td>16</td>
<td>100.00%</td>
</tr>
<tr>
<td>182</td>
<td>BLACKSBURG</td>
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<td>17</td>
<td>19</td>
<td>52.17%</td>
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<tr>
<td>269</td>
<td>CUMBERLAND</td>
<td>12</td>
<td>23</td>
<td>25</td>
<td>79.31%</td>
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<tr>
<td>274</td>
<td>MADISON HEIGHTS</td>
<td>23</td>
<td>29</td>
<td>31</td>
<td>75.18%</td>
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Pres: M. Whitworth

### ELEVENTH DISTRICT -- EASTERN Zone -- (14 Units)

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<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>RICHMOND</td>
<td>22</td>
<td>10</td>
<td>12</td>
<td>220.00%</td>
</tr>
<tr>
<td>84</td>
<td>WESTHAMPTON</td>
<td>12</td>
<td>12</td>
<td>14</td>
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<tr>
<td>87</td>
<td>AMELIA</td>
<td>0</td>
<td>10</td>
<td>10</td>
<td>68.00%</td>
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<tr>
<td>125</td>
<td>RICHMOND</td>
<td>25</td>
<td>34</td>
<td>36</td>
<td>73.33%</td>
</tr>
<tr>
<td>136</td>
<td>ETTRICK</td>
<td>11</td>
<td>24</td>
<td>26</td>
<td>75.00%</td>
</tr>
<tr>
<td>137</td>
<td>RICHMOND</td>
<td>11</td>
<td>24</td>
<td>26</td>
<td>75.00%</td>
</tr>
<tr>
<td>144</td>
<td>HIGHLAND SPRINGS</td>
<td>46</td>
<td>63</td>
<td>65</td>
<td>73.02%</td>
</tr>
<tr>
<td>186</td>
<td>MIDLOTHIAN</td>
<td>17</td>
<td>25</td>
<td>27</td>
<td>68.00%</td>
</tr>
<tr>
<td>210</td>
<td>RICHMOND</td>
<td>25</td>
<td>34</td>
<td>36</td>
<td>73.33%</td>
</tr>
<tr>
<td>233</td>
<td>VARINA</td>
<td>52</td>
<td>66</td>
<td>66</td>
<td>81.25%</td>
</tr>
<tr>
<td>242</td>
<td>SANDSTON</td>
<td>33</td>
<td>50</td>
<td>52</td>
<td>66.00%</td>
</tr>
<tr>
<td>244</td>
<td>GLEN ALLEN</td>
<td>37</td>
<td>42</td>
<td>44</td>
<td>88.10%</td>
</tr>
<tr>
<td>284</td>
<td>COLONIAL HEIGHTS</td>
<td>258</td>
<td>310</td>
<td>312</td>
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<tr>
<td>361</td>
<td>RICHMOND</td>
<td>14</td>
<td>20</td>
<td>22</td>
<td>70.00%</td>
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Pres: N. Gonzalez

### TWELFTH DISTRICT -- EASTERN Zone -- (9 Units)

<table>
<thead>
<tr>
<th>Unit</th>
<th>Location</th>
<th>Curr Year Mbrs</th>
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<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
</tr>
</thead>
<tbody>
<tr>
<td>55</td>
<td>FREDERICKSBURG</td>
<td>55</td>
<td>54</td>
<td>56</td>
<td>101.85%</td>
</tr>
<tr>
<td>82</td>
<td>SALUDA</td>
<td>3</td>
<td>14</td>
<td>16</td>
<td>21.43%</td>
</tr>
<tr>
<td>86</td>
<td>KILMARNOCK</td>
<td>28</td>
<td>28</td>
<td>30</td>
<td>100.00%</td>
</tr>
<tr>
<td>89</td>
<td>KING GEORGE</td>
<td>57</td>
<td>60</td>
<td>62</td>
<td>95.00%</td>
</tr>
<tr>
<td>148</td>
<td>COLONIAL BEACH</td>
<td>152</td>
<td>173</td>
<td>175</td>
<td>87.86%</td>
</tr>
<tr>
<td>221</td>
<td>CAROLINE COUNTY</td>
<td>16</td>
<td>23</td>
<td>25</td>
<td>69.57%</td>
</tr>
<tr>
<td>241</td>
<td>LOCUST HILL</td>
<td>3</td>
<td>3</td>
<td>10</td>
<td>75.44%</td>
</tr>
<tr>
<td>320</td>
<td>SPOTSYLVANIA</td>
<td>86</td>
<td>114</td>
<td>116</td>
<td>75.44%</td>
</tr>
<tr>
<td>329</td>
<td>DAHLGREN</td>
<td>12</td>
<td>14</td>
<td>14</td>
<td>82.54%</td>
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</table>

Pres: D. Wernsman

### THIRTEENTH DISTRICT -- NORTHERN Zone -- (7 Units)

<table>
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<tr>
<th>Unit</th>
<th>Location</th>
<th>Curr Year Mbrs</th>
<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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</thead>
</table>

AS OF 1/24/2014
### THIRTEENTH DISTRICT -- NORTHERN Zone -- (7 Units)

<table>
<thead>
<tr>
<th>Unit</th>
<th>Location</th>
<th>Curr Year Mbrs</th>
<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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</thead>
<tbody>
<tr>
<td>74</td>
<td>CHARLOTTESVILLE</td>
<td>83</td>
<td>94</td>
<td>96</td>
<td>88.30%</td>
</tr>
<tr>
<td>90</td>
<td>BEAVERDAM</td>
<td>5</td>
<td>8</td>
<td>10</td>
<td>62.50%</td>
</tr>
<tr>
<td>116</td>
<td>LOUISA</td>
<td>15</td>
<td>24</td>
<td>26</td>
<td>62.50%</td>
</tr>
<tr>
<td>157</td>
<td>MADISON</td>
<td>33</td>
<td>32</td>
<td>34</td>
<td>103.13%</td>
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<tr>
<td>175</td>
<td>MECHANICSVILLE</td>
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<td>63</td>
<td>65</td>
<td>131.75%</td>
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<tr>
<td>215</td>
<td>GOOCHLAND</td>
<td>41</td>
<td>50</td>
<td>52</td>
<td>82.00%</td>
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<tr>
<td>2003</td>
<td>FLUVANNA</td>
<td>12</td>
<td>13</td>
<td>15</td>
<td>92.31%</td>
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Pres: D. Stephenson

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<th>Per Cent Standings</th>
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<tr>
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### FOURTEENTH DISTRICT -- NORTHERN Zone -- (6 Units)

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</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>STAUNTON</td>
<td>33</td>
<td>37</td>
<td>39</td>
<td>89.19%</td>
</tr>
<tr>
<td>27</td>
<td>DAYTON</td>
<td>33</td>
<td>56</td>
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<td>58.93%</td>
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<tr>
<td>76</td>
<td>HARRISONBURG</td>
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<td>13</td>
<td>15</td>
<td>123.08%</td>
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<tr>
<td>126</td>
<td>BUENA VISTA</td>
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<td>31</td>
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<td>188</td>
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<td>87</td>
<td>89</td>
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<td>340</td>
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<td>14</td>
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Pres: R. Harper

### FIFTEENTH DISTRICT -- NORTHERN Zone -- (7 Units)

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<th>Location</th>
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<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
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<tbody>
<tr>
<td>21</td>
<td>WINCHESTER</td>
<td>113</td>
<td>150</td>
<td>152</td>
<td>75.33%</td>
</tr>
<tr>
<td>22</td>
<td>LURAY</td>
<td>12</td>
<td>12</td>
<td>14</td>
<td>100.00%</td>
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<tr>
<td>41</td>
<td>BERRYVILLE</td>
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<td>34</td>
<td>36</td>
<td>94.12%</td>
</tr>
<tr>
<td>53</td>
<td>FRONT ROYAL</td>
<td>103</td>
<td>140</td>
<td>142</td>
<td>73.57%</td>
</tr>
<tr>
<td>77</td>
<td>STRASBURG</td>
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<td>218</td>
<td>220</td>
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<tr>
<td>166</td>
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<td>44</td>
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<tr>
<td>199</td>
<td>WOODSTOCK</td>
<td>135</td>
<td>148</td>
<td>150</td>
<td>91.22%</td>
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Pres: B. F. Walden

### SIXTEENTH DISTRICT -- NORTHERN Zone -- (12 Units)

<table>
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<th>Per Cent Standings</th>
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</thead>
<tbody>
<tr>
<td>10</td>
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<td>251</td>
<td>253</td>
<td>73.31%</td>
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<tr>
<td>28</td>
<td>DUMFRIES</td>
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<td>66</td>
<td>68</td>
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</tr>
<tr>
<td>72</td>
<td>WARRENTON</td>
<td>55</td>
<td>98</td>
<td>100</td>
<td>56.12%</td>
</tr>
<tr>
<td>114</td>
<td>MANASSAS</td>
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<td>20</td>
<td>22</td>
<td>5.00%</td>
</tr>
<tr>
<td>158</td>
<td>MANASSAS</td>
<td>8</td>
<td>8</td>
<td>10</td>
<td>100.00%</td>
</tr>
<tr>
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<td>LEESBURG</td>
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<td>12</td>
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<tr>
<td>247</td>
<td>REMINGTON</td>
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<td>20</td>
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<td>290</td>
<td>STAFFORD</td>
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<td>155</td>
<td>157</td>
<td>81.94%</td>
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AS OF 1/24/2014
### SIXTEENTH DISTRICT-- NORTHERN Zone-- (12 Units)

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<th>Last Year Mbrs</th>
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<th>Per Cent Standings</th>
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<td>115</td>
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<tr>
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<td>CULPEPER</td>
<td>21</td>
<td>17</td>
<td>19</td>
<td>123.53%</td>
</tr>
<tr>
<td>360</td>
<td>WARRENTON</td>
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<td>23</td>
<td>25</td>
<td>95.65%</td>
</tr>
<tr>
<td>364</td>
<td>WOODBRIDGE</td>
<td>165</td>
<td>197</td>
<td>199</td>
<td>83.76%</td>
</tr>
<tr>
<td></td>
<td>Pres: M. Wheatley</td>
<td>708</td>
<td>978</td>
<td>1002</td>
<td>72.39%</td>
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### SEVENTEENTH DISTRICT-- NORTHERN Zone-- (13 Units)

<table>
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<th>Location</th>
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<th>Last Year Mbrs</th>
<th>Curr Year Goal</th>
<th>Per Cent Standings</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
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<td>110</td>
<td>112</td>
<td>89.09%</td>
</tr>
<tr>
<td>85</td>
<td>ARLINGTON</td>
<td>55</td>
<td>69</td>
<td>71</td>
<td>79.71%</td>
</tr>
<tr>
<td>130</td>
<td>FALLS CHURCH</td>
<td>12</td>
<td>17</td>
<td>19</td>
<td>70.59%</td>
</tr>
<tr>
<td>139</td>
<td>ARLINGTON</td>
<td>163</td>
<td>224</td>
<td>226</td>
<td>72.77%</td>
</tr>
<tr>
<td>162</td>
<td>LORTON</td>
<td>46</td>
<td>114</td>
<td>116</td>
<td>40.35%</td>
</tr>
<tr>
<td>176</td>
<td>SPRINGFIELD</td>
<td>111</td>
<td>165</td>
<td>167</td>
<td>67.27%</td>
</tr>
<tr>
<td>177</td>
<td>FAIRFAX</td>
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<td>282</td>
<td>284</td>
<td>56.03%</td>
</tr>
<tr>
<td>180</td>
<td>VIENNA</td>
<td>211</td>
<td>273</td>
<td>275</td>
<td>77.29%</td>
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<tr>
<td>194</td>
<td>ARLINGTON</td>
<td>54</td>
<td>79</td>
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<tr>
<td>225</td>
<td>FALLS CHURCH</td>
<td>12</td>
<td>12</td>
<td>14</td>
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<tr>
<td>270</td>
<td>McLEAN</td>
<td>57</td>
<td>83</td>
<td>85</td>
<td>68.67%</td>
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<tr>
<td>1976</td>
<td>ANNANDALE</td>
<td>128</td>
<td>158</td>
<td>160</td>
<td>81.01%</td>
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<tr>
<td>1995</td>
<td>CENTREVILLE</td>
<td>15</td>
<td>17</td>
<td>19</td>
<td>88.24%</td>
</tr>
<tr>
<td></td>
<td>Pres: E. Eagle</td>
<td>1108</td>
<td>1603</td>
<td>1629</td>
<td>69.12%</td>
</tr>
</tbody>
</table>

* UNITS EQUALING OR SURPASSING THEIR LAST YEAR MEMBERSHIP

*** UNITS EQUALING OR SURPASSING THEIR DEPARTMENT GOAL
Dear Auxiliary Members,

Wishing you and yours a Happy, Healthy, and Blessed 2014! Time sure flies when you are busy and having fun! With End-of-Year Reports due no later than April 15, 2014, this meeting year is more than half over—hard to believe, I know.

Now, what have you done to enhance the image of the American Legion Auxiliary so far? Put differently, how have you informed the general public about the Auxiliary’s mission, its programs, and the projects we undertake for the well being of our service men and women and their families, our veterans, our children and youth, and for the community overall? And how have you kept your Unit members apprised of Auxiliary activities to entice them to want to participate as well? Some of the response I received include:

Making good use of social media and the Internet overall
- Have set up Facebook and Twitter accounts to disseminate information
- Have created Auxiliary websites
- Website postings of events and activities to include postings on Legion websites
- Updated the Legion’s accounts to help them to remain current within the District, Department, and National

Making good use of local radio and TV stations:
- Placed ads on a local radio station announcing upcoming events
- Event coverage by local TV channels/featured on local news
  - Accepting Veterans Day Cards for distribution at a VA Medical center
  - Broadcasting of Veterans Day Celebration
  - Helping National President Nancy Brown-Park with a special TAPS project

Making good use of local newspapers and other forms of written communications
- Running ads for upcoming events
- Sent event pictures and information to a local newspaper and received full-page recognition
- Part of Chaplain’s speech given at Veterans Day Wreath Laying Ceremony quoted
- Placed an ad in the local high school yearbook to connect to the next generation and make them aware of the Legion Family
- Distributed pertinent Auxiliary information at a community fair
- Hosted a Concerned Veterans for America (CVA) rally that was open to the general public. CVA spoke about Veterans benefits and distributed petitions to send to local political figures
- Sponsorship of American Library Association U.S. Constitution Day poster contest recognized
Placement of flags on veterans’ graves announced resulting in many members of the general community participated along with the Auxiliary to complete the task.

Both print and electronic local ‘calendars’ used to announce breakfasts, dinners, fundraisers and other events open to the general public.

**Making good use of verbal communications**

- Established phone trees to share information.

*Ladies, that’s what Public Relations is all about – telling positive stories about the American Legion Auxiliary for the purpose of building a beneficial relationship between the organization and the General Public AND our own members!*

**What will you add to the afore mentioned list by April 15, 2014?**

I am deeply appreciative and extremely proud of your creativity, commitment, and enthusiasm.

For God and Country,

*Marian T. Chirichella*

Public Relations Chairman
Department of Virginia
1906 Toyon Way, Vienna, VA 22182
Phone: (H) 703.938.3572 / (C) 703.405.6586
Email: Auxiliary270VAR@aol.com

**NOTE:** The Public Relations End-of-Year Report Form was inadvertently left out of the Plan of Action. Kindly retain and use the form that follows this article. Much appreciated.
Happy 2014!! I hope that everyone had a wonderful holiday season.

There has been some confusion regarding reporting Field Service Hours and Home Service Hours for this year. To clarify, per the National website, a resolution to combine Field and Home Service was passed at the 2013 National Convention in Houston. This resolution becomes effective in September 2014. Therefore, for the 2013-2014 annual reports, Field Service Hours and Home Service Hours should be reported separately. Please include on your annual VA&R report the total number of Field Service and Home Service Hours that your members performed. Please refer to the following page for descriptions and examples of both.

There have been a few changes regarding annual reports this year. Your Annual Veterans Affairs and Rehabilitation report is due postmarked on or before APRIL 15, 2014 AND SENT TO THE DEPARTMENT SECRETARY/TREASURE AT DEPARTMENT HEADQUARTERS. As per in the past only reports with narratives will be eligible for Department and National awards. This year the reports will be judged by a committee appointed by our Department President. Please send in your annual report – even if you do not submit a narrative it is extremely important to report the hours and funds that the members in your unit do for your VA&R program. Every hour and every dollar makes a difference!! Thank you in advance!!!

Thank you all for your support of my project this year – coin collection cans for the Veterans Support Fund which is the special project of our National President. If you have not turned in your collection to me at the Zone Workshops or other events (or sent directly to our Department Secretary/Treasurer earmarked “Veterans Support Fund) please bring your donations to the Department Spring Conference for turn in. The funds collected will be presented by our Department President to the National President during the “Parade of Checks” at the Washington Conference.

Thank you to our VA Hospital Representatives and our Associate Hospital Representatives, their deputies and their volunteers for their dedication to our veterans in the VA Hospitals. I was very privileged to be able to attend “Ladies Night” at the Washington DC VA Medical Center, the luncheon for the opening of the Hampton VA Medical Center Gift Shop, to help fill gift bags for veterans at Salem VA Medical Center and to help wrap Christmas gifts for our veterans at McGuire VA Medical Center. Thanks also the members of Lynchburg Unit 16 for inviting me to their VA&R Christmas dinner. I have had a wonderful time with all of you.

I look forward to seeing you all at the Department Spring Conference in Virginia Beach.

Thank you for all that you do for “Our Veterans – Our Shining Stars”!!

For God & Country,

Nancy Harting
Department VA&R Chairman
NOTE: An American Legion Auxiliary resolution to combine Field and Home Service was passed at the 2013 National Convention in Houston, Texas. Until this resolution becomes effective in September 2014, the following are examples of how hours should be counted.

Field Service

Per the VA&R Guide for Volunteers, Field Service is any service provided to a sick or injured veteran outside of a VAMC or volunteer's home.

Examples of Field Service Locations:

- any work done on behalf of veterans in state- or community-based nursing homes
- daycare centers
- foster homes
- halfway houses
- hospices
- homeless shelters
- stand downs
- Christmas shops (NOT AT A VAMC).

Other examples of Field Service to a veteran, veteran's family or their home:

- assisting with veterans' burial or graveside upkeep
- transportation
- snow removal
- landscaping/yard work
- tax preparation
- organizing food and blanket drives

To be able to accumulate Field Service hours, a volunteer must complete the orientation course offered through her department; she will receive a certification card from her department upon completion. Junior members may earn Field Service hours under supervision of a senior volunteer.

Examples of Service to Veterans or Their Families for Junior Volunteers:

- reading aloud to a veteran or group of veterans or their children
- playing board games or card games
- planning activities (holidays)
- helping set up an email account

Home Service

Per the American Legion Auxiliary VA&R Guide for Volunteers, Home Service hours can be earned through work done in the volunteer's home for military/veterans and/or their families who are not related to the volunteer. Home Service hours can benefit the homebound, sick or injured servicemembers and veterans. The hours reported should be directly related to the care, rehabilitation or welfare of a sick or wounded veteran.

Examples of Home Service activities:

- crafting (quilts, scarves, hats, gloves, etc.)
- sewing
- cooking/baking
- laundry
- coupon clipping
- babysitting
- shopping for material and supplies for services performed in your own home
- hospital gift shop items (made at home)
- computer research on a veteran's benefits or assisting with veterans' job search

Reporting Annual Impact Numbers: These hours can be counted only once for reporting purposes, which may be separate from the tracking of your hours toward earning hour bars. If reported under VA&R, you shouldn't report them again under another committee such as National Security or Community Service.
ALA Lady of the Year

To: Unit Presidents
From: Cindy Kokernak, Department President
Re: The name of your Unit Lady of the Year for 2013-2014
Date due to be received by me: Saturday, March 15, 2014.

The ALA Lady of the Year is that special member of your Unit who has made an outstanding contribution during the current year. Please remember the current Unit President is NOT eligible.

I must compile and submit this information to The American Legion Headquarters. To be included in the printed Program for the July Department Convention, this information must reach me by Saturday, March 15, 2014.

Complete the form below and return to me to be received by March 15, 2014:

Cindy Kokernak, Department President
P.O. Box 400
Linden, VA 22642

I will accept scanned forms by email, if they are signed: cyndisueva@aol.com

Name of the Unit ALA Lady of the Year: ________________________________

Unit Name and Number: ______________________________________________

District: ______________________ Zone: ________________________________

Unit President's Name: ______________________________________________

Unit President's Signature: ___________________________________________
WALK, RUN & ROLL
FRIDAY, MARCH 14, 2014
VIRGINIA BEACH BOARDWALK

Proceeds Raised Will go to Supporting our Disabled Veterans and their Families

Registration ~ 9:30 a.m. * Walk Kickoff ~ 11 a.m.

Special Guest
Nancy Brown-Park
National President
American Legion Auxiliary

Military Family Resource Fair
Following the walk at the
Virginia Beach Resort & Conference Center
2800 Shore Drive, Virginia Beach, VA.

Military Children will meet at the VA. Beach Resort & Conference Center and bused to and from the starting point. Fair will include food, activities, resources and vendors that provide support to our littlest heroes... our Military Children.
WALKER REGISTRATION WITH T-SHIRT
Please Print Legibly

<table>
<thead>
<tr>
<th>Walker Name</th>
<th>Date of Birth</th>
<th>Gender</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Email</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Home Phone</th>
<th>Cell Phone</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Emergency Contact</th>
<th>Phone</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Relationship To Walker</th>
<th></th>
</tr>
</thead>
</table>

Do You Have a Family Member Who is Currently Serving Active Duty

**T-SHIRT SELECTION:**

- **Registration Fee:** Children 12 and under Free

- **Child:**
  - S
  - M
  - L
  - **$10/Walker if Register by 2/28/14**
  - **$20/Walker if Register on or after 3/1/14**

- **Adult:**
  - XS
  - S
  - M
  - L
  - XL
  - XXL
  - XXXL

Checks are to be made payable to: **“Department Secretary/Treasurer”**

Earmarked: **“Walk, Run & Roll”**

Mail to:

Cheryl Shine
2801 Stratton Major Road
Shacklesford, VA. 23156

Date Received: ____________________
In consideration of being allowed to participate in any way in the American Legion Auxiliary Walk, Run and Roll, and any and all related events and activities, and use of any equipment—hereafter referred to as “event(s)”, I, the undersigned, acknowledge and knowingly agree to all of the following:

1. I acknowledge and agree that the risk of injury from the activities involved in the event(s) is significant, including the potential for permanent paralysis and death.

2. I assume full responsibility for my participation and knowingly and freely assume all such risks, both known and unknown, even if arising from the negligence of the releases or others.

3. I willingly agree to comply with terms and conditions for participation. If I observe any unusual significant hazard during my presence or participation, I will remove myself from participation and bring such to the attention of the nearest official immediately.

4. I hereby agree to pay for all expenses related to my participation that I may incur, intending that the American Legion Auxiliary shall be totally free of such costs and expense.

5. I hereby agree to notify American Legion Auxiliary Department of Virginia, Inc. leadership, event(s) organizers, or employees if I suffer from any medical or health condition that may cause injury to myself, others, or may require emergency care during my participation. I hereby consent to receive medical treatment, which may be deemed advisable in the event of injury, accident, and or illnesses during the event(s). I agree to pay for any and all costs related to medical response, treatment, and transport on my behalf.

6. As an additional consideration for being allowed to participate in the event(s) described herein, I hereby assign to the American Legion Auxiliary Department of Virginia, Inc. any claim I have or might have, in contract or in tort in any way, shape, form or fashion arising out of its action, the action(s) of other participants, or anyone that participates in or comes in contact with participants in the event(s). This assignment is intended by all parties to be a full and complete assignment of any claim I have against the American Legion Auxiliary and its National Executive Committee members, officers, directors, employees, event organizers, sponsors, volunteers, representatives and agents; and may have against entities and individuals listed in this paragraph whether directly or through third parties. The intent of the parties is that the American Legion Auxiliary and Its National Executive Committee members, officers, directors, employees, event organizers, sponsors, volunteers, representatives and agents shall be liability free with regard to anything in any way connected with the event(s).
7. By signing below, I hereby grant and convey to American Legion Auxiliary Department of Virginia all right, title and interest in and to record my name, image, voice, or statements including any and all photographic images and video or audio recordings made by American Legion Auxiliary Department of Virginia, Inc. I do hereby release the American Legion Auxiliary from any and all claims based upon or arising out of the use, reproduction, distribution, display or performance of all or any part of the photographs or recording, or any derivative thereof, including any claim of invasion of privacy or right of publicity.

8. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, hereby release, indemnify, and hold harmless American Legion Auxiliary Department of Virginia, Inc., its National Executive Committee members, officers, directors, employees, event organizers, sponsors, volunteers, representatives and agents, other participants, advertisers, and owners and lessors of premises used to conduct the event(s) and releases American Legion Auxiliary Department of Virginia, Inc., its National Executive Committee members, officers, directors, employees, event organizers, sponsors, volunteers, representatives and agents, other participants, advertisers, and owners and lessors of premises used to conduct the event(s) from any and all claims, demands, losses, and liability arising out of or related to any injury, disability, or death that I may suffer, or loss or damage to person or property, whether arising from the negligence of the releases or otherwise, to the fullest extent permitted by law.

I hereby certify that I have read this Waiver and Release of Liability and Assumption of Risk Agreement in its entirety, fully understand and agree to its terms, understand that I have given up substantial rights by signing this agreement, and have signed it freely and voluntarily without any inducement.

X ______________________________
Participant's Signature

Age ______________________________

Date ______________________________

FOR PARENTS/GUARDIANS OF PARTICIPANT OF MINOR AGE (UNDER AGE 18 AT TIME OF REGISTRATION)

This is to certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release as provided above of all the Releasees, and, for myself, my heirs, assigns, and next of kin, I release and agree to indemnify and hold harmless the Releasees from any and all liability incidents to my minor child's involvement or participation in these programs as provided above, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASEES, to the fullest extent permitted by law.

X ______________________________
Parent/Guardian Signature

Date ______________________________

Emergency Phone Number(s) ______________________________
## WALKER SPONSOR FORM

Use this form to keep track of your sponsors/donors. Be sure to fill out this form completely and bring it with your pre-paid donations to registration on walk day.

<table>
<thead>
<tr>
<th>Walker Name</th>
<th>Address</th>
<th>Email</th>
<th>Home Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Sponsor Name &amp; Address</th>
<th>Phone Number</th>
<th>Pledge Per Mile/Lap</th>
<th>Maximum Pledge</th>
<th>Collected</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Sponsor Name &amp; Address</th>
<th>Phone Number</th>
<th>Pledge Per Mile/Lap</th>
<th>Maximum Pledge</th>
<th>Collected</th>
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</table>

<table>
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<tr>
<th>Sponsor Name &amp; Address</th>
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<th>Pledge Per Mile/Lap</th>
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</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Sponsor Name &amp; Address</th>
<th>Phone Number</th>
<th>Pledge Per Mile/Lap</th>
<th>Maximum Pledge</th>
<th>Collected</th>
</tr>
</thead>
</table>

**TOTAL PLEDGES THIS PAGE $**
DEPARTMENT PRESIDENT'S LUNCHEON

At
Spring Conference: Saturday, March 15, 2014
Beginning at 11:30 am in the Sunset Room
Honoring
Nancy Brown-Park
National President
American Legion Auxiliary

- $16.00 per person * RSVP by March 1, 2014 *

Serving: Mixed Green Garden Salad, Red Skin Potato Salad, Assorted Cold Cuts and Cheeses (Roast Beef, Virginia Ham, Turkey Breast, Swiss, Cheddar, American and Provolone Cheese), Assorted Breads, Cookies and Brownies.

NAME: __________________________________________________________
ADDRESS: ____________________________________________________________________________
PHONE: ______________________ UNIT: __________ NO. OF TICKETS: ______________________

Make Checks Payable To: Dept. Secretary/Treasurer
Mail Checks To: Anne Starke, 3817 Chatham Circle, Norfolk, VA 23513
REGISTRATION AND RESERVATION FORM
THE AMERICAN LEGION - DEPARTMENT OF VIRGINIA
SPRING CONFERENCE - MARCH 14 - 16, 2014
VIRGINIA BEACH RESORT HOTEL AND CONFERENCE CENTER
2800 SHORE DRIVE, VIRGINIA BEACH, VA 23451

PLEASE READ AND FOLLOW THESE INSTRUCTIONS:
Print or type all data entered on this form and return to the Special Events Committee before February 15, 2014. The registration fee of $6.00, including persons sharing room, must accompany this form.
YOU MUST BE REGISTERED TO ATTEND ANY FUNCTION OR REQUEST A ROOM.
RESERVATIONS MUST BE MADE THROUGH THE REGISTRATION COMMITTEE: ALFRED STEWARD 757-573-3966
or email QUESTIONS to: Al at alfredsteward@aol.com

REGISTRATION - TO ATTEND THE CONFERENCE AND EVENTS:

DISTRICT # ______________________ LEGION POST # ______________ Aux # ______________ SAL # __________

NAME: __________________________ ADDRESS: __________________________ PHONE: _______ EMAIL: _______
(2) NAME __________________________ LEG __________ AUX __________ SAL __________ PHONE: ______
(3) NAME __________________________ LEG __________ AUX __________ SAL __________ PHONE: ______
(4) NAME __________________________ LEG __________ AUX __________ SAL __________ PHONE: ______

*** MAKE YOUR CHECK (NOT CREDIT CARD) FOR THE REGISTRATION AND EVENTS AMOUNT PAYABLE TO THE 2ND DISTRICT ACTIVITIES COMMITTEE ***

<table>
<thead>
<tr>
<th>FEES AND EVENTS</th>
<th>NUMBER ATTENDING</th>
<th>COST PER PERSON</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>REGISTRATION FEE</td>
<td>0</td>
<td>$ 6.00</td>
<td>$</td>
</tr>
<tr>
<td>FRIDAY BINGO</td>
<td>0</td>
<td>$ 5.00</td>
<td>$</td>
</tr>
<tr>
<td>SATURDAY BANQUET</td>
<td>0</td>
<td>$ 37.00</td>
<td>$</td>
</tr>
<tr>
<td>SATURDAY DANCE</td>
<td>0</td>
<td>$ 6.00</td>
<td>$</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

HOTEL RESERVATIONS - COMPLETE ONE FORM FOR EACH SUITE REQUESTED.
RESERVATIONS WILL BE MADE ON A FIRST COME, FIRST SERVE BASIS. Special request must be in writing.
DAILY SUITE RATE: $102.46 (including tax) Check in time is 4:00 PM
SPECIAL REQUEST: CONTACT KENNETH MELSON 757-340-4508

HOTEL RESERVATIONS - PERSONAL INFORMATION:

NAME __________________________ NAME __________________________
ADDRESS ___________________________________ ADDRESS ___________________________________
CITY _______________ STATE _______________ CITY _______________ STATE _______________
ZIP _______________ PHONE _______________ ZIP _______________ PHONE _______________
ARRIVAL DATE _______________ DEPARTURE DATE _______________ HANDICAPPED (Y/N) _ SMOKING (Y/N) __

TO GUARANTEE SUITES-SEND CHECK PAYABLE TO: Virginia Beach Resort Hotel for one night
OR GUARANTEE BY CREDIT CARD: COMPLETING THE FOLLOWING INFORMATION.
NAME __________________________ ACCT# __________________________ EXP DATE _______________
TYPE OF CARD (VISA, MC, AMX ETC) __________________________ EXP DATE _______________
SIGNATURE __________________________

CANCELLATIONS - MUST BE MADE 48 hours prior to check in or suite deposit will be forfeited.

MAIL THE COMPLETED FORM AND CHECKS TO:
2nd District Activities Committee, c/o AL STEWARD, 4643 FERN OAK Court, Virginia Beach, VA 23462
2015 UNIT DATA FORM ~ DIRECT BILLING

(Type or print using blue or black ink)

I understand that the dues amount listed below will be printed on the 2015 Membership Renewal Notices that will be mailed to each Senior member of our Unit. Below is the address to be printed on each Renewal Notice showing where our members are to mail dues for this Unit.

It is understood that no change in the amount of dues or the address to which the renewal notices are to be sent can be made after April 30, 2014. This is based on the requirements of National Headquarters.

DEPARTMENT OF VIRGINIA DISTRICT ____ UNIT NUMBER ____

Reminder:
The total SR dues to Department for 2014: $18.00 and JR dues: $2.50.

2013 SENIOR DUES OF THE UNIT ARE $______ (per member)

2013 JUNIOR DUES OF THE UNIT ARE $______ (per member)

Name of Individual in the Unit to receive membership dues

Member ID # of Individual in the Unit to receive membership dues

Address (Street or RR & Box)

City State Zip

(Art Area Code) Telephone Number Email Address

Date Signature Title

Return completed form to Department Secretary. Form must be returned by April 30, 2014 to:

Department Secretary
American Legion Auxiliary
1708 Commonwealth Ave.
Richmond, VA 23230

*Please note this is for 2015 Dues.*
Department of Virginia
Americanism
Year End Report
2013-2014

Due to Department Chairman’s Name: Christy Claus, 1708 Commonwealth Ave., Richmond, Virginia 23230 Phone # 757-357-5258 by April 15, 2014.

YOUTH AMERICANISM ACTIVITIES
1. Did your Unit participate in the ALA National Americanism Essay Contest? _____Yes _____No
   Number of schools participating: _____ Number of Youth Organization participating: _____
   Total number of entries________ Hours donated: __________ Dollars expended: $_________
2. Did your Unit sponsor Americanism Programs /Activities in schools? _____Yes _____No
   Hours donated: __________ Dollars expended: $_________ (Please describe activities on separate sheet)
3. Did your Unit sponsor a applicant for the National Youth Conference? _____Yes _____No
   Number of applicants: ______ Hours donated: ____________ Dollars expended: $__________

VIRGINIA GIRLS STATE
1. Did your Unit sponsor a Virginia Girls State Delegate? _____Yes _____No
   Number of Delegates: __________ Dollars expended: $________________
2. Did your Unit members volunteer at Virginia Girls State: _____Yes _____No
   Number of Volunteers: ___________ Hours volunteered: ___________
3. Did your Unit donate to the VGS Endowment Fund? _____Yes _____No
   Amount donated: $____________
4. Did your Unit recognize your 2013 Delegates to Virginia Girls State? _____Yes _____No
   Recognized at Unit Meeting____ Banquet _______ Other ___________________________
5. Did your Unit recognition of Virginia Girl State Delegates include any of the following?
   School officials____ Co-Contributors_______ Parents _______ Past VGS Delegates_______
6. Who is your primary contact at your school(s)? Principal___ Guidance Counselor ___ Teacher___
   School Organization Sponsor__________________
   Other ______________________________________

FLAG ETIQUETTE AND FLAG PROMOTION ACTIVITIES
1. Did your Unit sponsor Flag Education Programs? _____Yes _____No
   Hours donated: _____ Dollars expended: $_________ (Please describe activities on separate sheet
2. Did your Unit donate these to the school(s) in the community?
   Let’s Be Right on Flag Etiquette: Number donated: ___ Hours donated: ___ Dollars expended _____
   Flag Code: Number donated: _______ Hours donated: _______ Dollars expended: ___________
   For Which It Stands DVD: Number donated: ____ Hours donated: ____ Dollars expended: _________
3. Did your Unit sponsor community "Show Your Colors America" activities: _____Yes _____No
   Hours donated: _____ Dollars expended: $__________ (Please describe activities on separate sheet)
4. Number of U.S. Capitol Flags ordered: _______ Hours donated _______ Dollars expended
   $________
5. Number of Flag Certificates of Appreciation presented: ____ Hours donated_______
Dollars expended: __________

6. Number of Flags presented to schools/organizations: ______ Hours donated: ______
   Dollars expended: __________

7. Did your Unit use Flag Replacement postcards? ______ Yes ______ No

8. Did your Unit participate in Flag Disposal boxes in the community? ______ Yes ______ No
   Hours donated: ____________ Dollars expended: $ ____________

9. Did your Unit participate in Flag Disposal Ceremonies? ______ Yes ______ No
   Hours donated: ____________ Dollars expended: $ ____________

10. Did your Unit support the Citizens Flag Alliance? ______ Yes ______ No

11. Did your Unit lobby Representatives and/or Senators for the Flag Amendment? ______ Yes ______ No
    Number of Contacts: ____________ By Phone: ______ By email: ______ By Letter ______

PROMOTING AMERICANISM

1. Did your Unit host/sponsor events on Patriotic holidays? ______ Yes ______ No
   Number of events ______
   Flag Day ______ Veterans Day ______ July 4th ______ Other ______
   Hours donated: ____________ Dollars expended: $ ____________

2. Did your Unit participate in the "Pocket Flag Project"? ______ Yes ______ No
   Hours donated: ____________ Dollars expended: $ ____________

3. Did your Unit participate in the "Get Out the Vote"? ______ Yes ______ No
   Hours donated: ____________ Dollars expended: $ ____________

4. Did your Unit participate with the community schools in the "Kids Vote" program? ______ Yes ______ No
   Hours donated: ____________ Dollars expended: $ ____________

5. Did your Unit utilize any Americanism Resources? ______ Yes ______ No
   Hours donated: ____________ Dollars expended: $ ____________

6. Did your Unit participate with The American Legion in any of the following programs?
   Baseball: ______ Yes ______ No Hours donated: ____________ Dollars expended: ____________
   Oratorical Contest: ______ Yes ______ No Hours donated: ____________ Dollars expended: ____________
   Junior Shooting Sports: ______ Yes ______ No Hours donated: ____________ Dollars expended: ____________

AMERICANISM TOTALS INCLUDE ALL HOURS AND DOLLARS EXPENDED EVEN IF NOT LISTED ABOVE. PLEASE DO NOT INCLUDE ANY HOURS OR DOLLARS REPORTED TO OTHER ALA COMMITTEES

Total number of hours donated by your Unit to Americanism for 2013-2014: __________
Total number of dollars expended by your Unit to promote Americanism for 2013-2014: __________
Membership Mission Award
Americanism Committee

Units that demonstrate how working the mission of the Americanism Committee engaged, retained and attracted members to grow membership in the unit will receive a National President’s citation.

Unit’s Official Name: ____________________________
Unit #: ____________________________
Dept: ____________________________
Chairman’s name: ____________________________
Email: ____________________________
Phone: ____________________________

Please complete the following:

1. What Americanism program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Americanism program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit’s 2013 membership at 4/8/13 ____________
Unit’s 2014 membership at 4/8/14 ____________

☑ Official Name of Unit listed above is correct
☒ Official Name of Unit is as follows:

Certified By:

Dept Secretary printed name ____________________________
Dept Secretary signature ____________________________

Units: forward completed form to your Dept. Headquarters
Depts: forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
CHILDREN & YOUTH
ANNUAL REPORT FORM
2013 – 2014

Please complete and mail postmarked by April 15, 2014 to:
Christy Claus, Department Secretary, 1708 Commonwealth Avenue, Richmond, VA. 23230

Unit Name & Number: ________________________________ District: ___ Zone: ___
Chairman’s Name: ________________________________ Address: ________________________________

Describe how your Unit increased public awareness of the growing issue of suicide and depression among military children: ____________________________________________

Number of Children Assisted: __________ Funds expended: _______ Volunteer Hours: _______

Describe your Unit’s Innovative Activity: __________________________________________

Number of Children Assisted: __________ Funds Expended: _______ Volunteer Hours: _______

Did your Unit assemble Hero Packs? Yes ___ No ___
Number of Packs Assembled: __________ Funds Expended: _______ Volunteer Hours: _______

We supported the Legion Family Children & Youth Programs by distributing:
“Warning Signs-Teen Suicide Prevention” Brochure: Yes ___ No ___ Total: ______
“Gateway to Drugs-Choose not to Use” Brochure: Yes ___ No ___ Total: ______
“Halloween: Have a Safe Night” Brochure: Yes ___ No ___ Total: ______
Other bullying information: Total: ______

Did your Unit host a Safe Halloween event? Yes ___ No ___
Please describe: __________________________________________

How did your Unit celebrate “Children & Youth” Month in April? ________________________________
Number of Children Assisted: __________ Funds Expended: _______ Volunteer Hours: _______

How did your Unit participate in National Mental Health Day” in May? ________________________________
Number of Children Assisted: __________ Funds Expended: _______ Volunteer Hours: _______

Our Unit submitted:
Youth Hero Award nominations: Total Submitted: ______
Good Deed Award nominations: Total Submitted: ______

Did your Unit hold a “Kids of Deployed are Heroes 2” event? Yes ___ No ___
If so, please explain: __________________________________________
Our Unit submitted a report for the "Pass it On" Special Membership Award: Yes No

DEPARTMENT PROJECTS:

- Our Unit supported the Patrick Henry Boys & Girls Plantation special projects: Yes No
  - Amount Donated to help repair/purchase equipment for the American Legion Craft Center in
    Cash/Check Volunteer Hours
  - Number of Children Sponsored to Hat Creek Camp "Military Kids Camp"
  - Total funds forwarded for Sponsorship Volunteer Hours

- Walk, Run n' Roll – Our Unit supported this event by assisting military families become aware of the resources available to them.
  - Total Number of Children Assisted Funds Expended Volunteer Hours
  - How members attended/assisted at the resource Fair afterwards?

- GI Joe Josh – Our Unit donated $ for kits
- Operation Give a Hug – Our Unit donated $ for dolls
- Kids R Heroes 2 Buttons – Our Unit donated $ for buttons

- Total hours our Unit gave to the Children & Youth Program:

- Total children assisted:

- Total money our Unit donated to the Children & Youth Program:

Please attach a narrative of no more than 1,000 words, typed and double-spaced, describing your Children & Youth Program. You are encouraged to attach photos, articles, press releases, etc. with your report. Only reports with narratives will be considered for Children & Youth Awards.
Units that demonstrate how working the mission of the Children & Youth Committee engaged, retained and attracted members to grow membership in the unit will receive a National President's citation.

Please complete the following:

1. What Children & Youth program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Children & Youth program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit's 2013 membership at 4/8/13 ________
Unit's 2014 membership at 4/8/14 ________

Certified By:

Units: forward completed form to your Dept. Headquarters
Depts: forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
Community Service
Annual Report
2013-2014

Please complete and mail or postmarked or emailed on or before April 15, 2014 to:
Department Secretary/Treasurer, Christy Claus, 1708 Commonwealth Ave. Richmond, VA 23230

Unit Name & Number: __________________________ District: ___ Zone: __________

Chairman’s Name: ________________________________

Chairman’s Address: _______________________________

1. Did your Unit develop, implement, and monitor community-wide service activities that aid Veterans, Service members, and their families? Yes _____ No _____

Describe elements of community service plan including: (1) number of volunteers and hours, (2) dollars spent, and (3) value in kind donations received. Breakdown items 1 through 3 of your plan to show (a) Veterans served, (b) active-duty service personnel served, and (c) Veteran/military family members served.

2. Did your Unit develop, implement and monitor community service activities that promote economic security for veterans, Service members, and their families? Yes_____ No _____

Describe elements of community service activities including: (1) number of volunteers and hours, (2) dollars spent, and (3) value in kind donations received. Breakdown items 1 through 3 of your plan to show (a) Veterans served, (b) active-duty service personnel served, and (c) Veteran/military family members served.

3. Did your Unit participate in the following?
   - Sept. 11th National Day of Service and Remembrance/Patriot Day
     Number of Volunteers ______ Number of Volunteer Hours _______ Dollars Spent $______
     Yes _____ No _____
   - Gold Star Mothers Day (9/29/13)
     Number of Volunteers ______ Number of Volunteer Hours _______ Dollars Spent $______
     Yes _____ No _____
   - Make A Difference Day (10/26/13)
     Number of Volunteers ______ Number of Volunteer Hours _______ Dollars Spent $______
     Yes _____ No _____
   - Veterans Day (11/11/13)
     Number of Volunteers ______ Number of Volunteer Hours _______ Dollars Spent $______
     Yes _____ No _____
   - National Family Volunteer Day (11/16/13)
     Number of Volunteers ______ Number of Volunteer Hours _______ Dollars Spent $______
     Yes _____ No _____
   - National Pearl Harbor Day (12/7/13)
     Number of Volunteers ______ Number of Volunteer Hours _______ Dollars Spent $______
     Yes _____ No _____
Number of Volunteers_____ Number of Volunteer Hours_______ Dollars Spent $________

- Martin Luther King Jr. National Day of Service
  Number of Volunteers_____ Number of Volunteer Hours_______ Dollars Spent $________

- National Global & Youth Service Week (____)
  Number of Volunteers_____ Number of Volunteer Hours_______ Dollars Spent $________

- National Volunteer Week (4/____)
  Number of Volunteers_____ Number of Volunteer Hours_______ Dollars Spent $________

- Habitat for Humanity - Critical Home Repairs for Veterans (all year)
  Number of Volunteers_____ Number of Volunteer Hours_______ Dollars Spent $________

4. Did your Unit have any participants in the Community Service Project Walk, Run and Roll?
   _____Yes _____No
   Number of Volunteers_____ Number of Volunteer Hours_______ Dollars Spent $________

Please attach a narrative of no more than 1,000 words, typed and double-spaced, describing your community service program(s). Units may include articles, newsletters, pictures of events promoting community service projects, and website URL. Only narratives will be considered for Department and Convention awards.
Units that demonstrate how working the mission of the Community Service Committee engaged, retained and attracted members to grow membership in the unit will receive a National President’s citation.

Please complete the following:

1. What Community Service program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Community Service program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit’s 2013 membership at 4/8/13 ________
Unit’s 2014 membership at 4/8/14 ________

Official Name of Unit listed above is correct ________
Official Name of Unit is as follows:____________________

Certified By:
__________________________________________
Dept Secretary printed name
__________________________________________
Dept Secretary signature

Units: forward completed form to your Dept. Headquarters

Depts: forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
Education Annual Report 2013-2014

Please complete and mail, postmarked on or before April 15, 2014 to: Department Secretary at 1708 Commonwealth Ave. Richmond, VA 23230

Unit Name and Number_____________________________ District_______ Zone_______
Chairman Name____________________________________ Phone__________________

Did your Unit participate in any of the following?

1. Give 10 To Education
   List activities____________________________________ money spent________

2. American Education Week
   Number of schools served________________________
   Number of students served________________________
   money spent________

3. Promoted mentoring and tutoring
   Number of schools served________________________
   Number of students served________________________
   money spent________

4. Literacy Programs
   Number of children served________________________
   Number of adults served________________________
   Number of hours________ money spent________

5. Educating school administrators about mental health issues facing military children
   List activities____________________________________

6. Veterans in the Classroom Program
   Number of schools served________________________
   Number of veterans involved______________________
   Number of hours________ money spent________

7. Assisting and supporting veterans pursuing higher/vocational education
   List activities____________________________________

8. Juniors involved in education activities
   Number of Juniors involved_______________________
   Number of people served________________________
   Number of hours________ money spent________

9. Pass It On Membership Mission how working the mission of the education programs engaged, retained, or attracted members to grow membership
   List activities____________________________________
   Results: number of members rejoined________ number of new members recruited_______

Scholarship participation: Did your Unit participate in any of these scholarships?

1. Children of Warriors National President's Scholarship________ Number of entries________
2. Non-Traditional Student Scholarship________ Number of entries________
3. Spirit of Youth Scholarship_____________________________ Number of entries________
4. Dr. Kate Waller Barrett Scholarship__________________________ Number of entries________
5. Anna Gear Junior Scholarship______________________________ Number of entries________
6. Did your Unit offer a scholarship________________ Dollar amount __________________
7. Did your Unit create a scholarship fund________________

8. Did your Unit donate funds to the Children of Warriors Scholarship____ Amount________________
9. List other scholarship donations & amount________________

Please attach a narrative, no more than 1,000 words, typed/double spaced describing your education program. Only narratives will be considered for Education Awards.
**PASS IT ON**

**Membership Mission Award**

**Education Committee**

Units that demonstrate how working the mission of the Education Committee engaged, retained and attracted members to grow membership in the unit will receive a National President's citation.

<table>
<thead>
<tr>
<th>Unit's Official Name:</th>
<th>Unit #:</th>
<th>Dept:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman's name:</td>
<td>Email:</td>
<td>Phone:</td>
</tr>
</tbody>
</table>

Please complete the following:

1. What Education program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Education program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

---

**For additional space, please attach separate sheet.**

<table>
<thead>
<tr>
<th>Unit's 2013 membership at 4/8/13</th>
<th>Unit's 2014 membership at 4/8/14</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Official Name of Unit listed above is correct
- Official Name of Unit is as follows:

**Certified By:**

- Dept Secretary printed name
- Dept Secretary signature

**Units**: forward completed form to your Dept. Headquarters

**Depts**: forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
GIRLS STATE ANNUAL REPORT
DUE APRIL 15, 2014

COMPLETE AND SEND TO: Department Secretary, 1708 Commonwealth Avenue,
Richmond, VA 23230

Unit Number__________________________District__________________________

Chairman______________________________________________________________

1. Did your Unit interview the girls and make the final selection of delegates? ______________

2. How many organizations, businesses or other Legion affiliated groups help the Unit with sponsoring delegates? __________ Please List ________________________________

3. Did your Unit provide an orientation for your delegates ______________
   With the district/Post? __________. Highlights __________________________________________

4. How does your Unit recognize your delegates when they return home?
   __________________________________________________________________________

5. Did you make use of Girls State alumnae in your Unit? __________ How ______________

6. What other contributions did your Unit make to the Girls State program?
   Verna Vance Scholarship Fund $ ______________________________
   Wish List_____________________________________________________________________
   Other_______________________________________________________________________

7. Number of delegates sponsored__________________________________________

8. Please list the schools they attended:
   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________
PASS IT ON
Membership Mission Award

ALA Girls State

Units that demonstrate how working the mission of ALA Girls State, as outlined in the ALA Girls Nation Plan of Action, engaged, retained and attracted members to grow membership in the Unit will receive a National President's citation.

<table>
<thead>
<tr>
<th>Unit's Official Name:</th>
<th>Unit #:</th>
<th>Dept:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman's name:</td>
<td>Email:</td>
<td>Phone:</td>
</tr>
</tbody>
</table>

Please complete the following:

1. What ALA Girls State program, activity or event most helped your unit engage and retain members?

2. What was the objective of your ALA Girls State program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit's 2013 membership at 4/8/13
Unit's 2014 membership at 4/8/14

□ Official Name of Unit listed above is correct
□ Official Name of Unit is as follows:

Certified By:

Dept Secretary printed name
Dept Secretary signature

Units: forward completed form to your Dept. Headquarters
Depts: forward form to National Headquarters so it is received no later than May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
Junior Activities
Annual Report 2013-14

Please Print or Type

<table>
<thead>
<tr>
<th>Unit Name</th>
<th>Unit #</th>
<th>District</th>
<th>Zone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman</td>
<td>President</td>
<td>Address</td>
<td>City/Zip</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Number of Junior Members | Number of Senior Members |
|--------------------------|--------------------------|

**Unit Participation**

Did your Unit have an active Jr. Group? Yes ___ No ___ Was it a new group___ or was it reorganized? ___

Did your Unit submit a Junior Member of the Year Nominee? Yes ___ No ___ Name ____________________________

Did your Unit submit a Junior Recruiter of the Year Nominee? Yes ___ No ___ Name ____________________________

Did your Unit submit an entry into the National Jr. Plaque Award? Yes ___ No ___

Did your Unit submit an entry into the Junior Activities Plaque Award? Yes ___ No ___

Did your Unit submit a History Report? Yes ___ No ___

**Junior Participation**

Number of Juniors who recruited at least one new Junior member

Total number of Junior Members participating in Department meetings Fall ___ Spring ___ Convention ___

Number of Juniors who participated in the Correspondence Leadership Course

Did your Juniors participate in the Veterans History Project? Yes ___ No ___ # of veterans interviewed

Number of Juniors who participated in the Junior Patch Program

Number of patches earned for each category in all levels:

- Americanism
- Education
- Technology
- VA & National Security
- Poppy
- Leadership
- Membership
- Physical Fitness
- Community Service

Number of Juniors who participated in the National President’s Scholarship

Did your Jr. Group organize & hold their own fund raiser? Yes ___ No ___ Total Net Funds Collected $ ___

What program did it support?

How many meetings did your Juniors hold? ___ How many included a Senior Program Chairman? ___

How many Jr’s attended a Field Service Orientation? ___ How many Jr’s helped at VA locations? ___

Volunteerism: Projects where your Juniors volunteered time:

<table>
<thead>
<tr>
<th>Community Service</th>
<th>Total Juniors</th>
<th>Total # of Hours</th>
<th>Cost $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pocket Flags</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poppy Distribution</td>
<td>Total Juniors</td>
<td>Total # of Hours</td>
<td>Cost $</td>
</tr>
<tr>
<td>VA Hospitals</td>
<td>Total Juniors</td>
<td>Total # of Hours</td>
<td>Cost $</td>
</tr>
<tr>
<td>Military Families</td>
<td>Total Juniors</td>
<td>Total # of Hours</td>
<td>Cost $</td>
</tr>
<tr>
<td>Volunteers</td>
<td>Total Juniors</td>
<td>Total # of Hours</td>
<td>Cost $</td>
</tr>
<tr>
<td>Other Projects</td>
<td>Total Juniors</td>
<td>Total # of Hours</td>
<td>Cost $</td>
</tr>
</tbody>
</table>

Please include any additional information on a separate sheet of paper (include program, number of Juniors participating, total hours, and any cost.) What types of activities are offered? Do Senior members help prepare Juniors for leadership roles? Are Juniors included in Senior activities? What types of awards do your Juniors receive? Include any other pertinent information.
PASS IT ON
Membership Mission Award
2013-2014
Junior Activities Committee

Units that demonstrate how working the mission of the Junior Activities Committee engaged, retained and attracted members to grow membership in the unit will receive a National President's citation.

Unit's Official Name: ________________________ Unit #: _______ Dept: _______
Chairman's name: ________________________ Email: ________________________ Phone: ________________________

Please complete the following:

1. What Junior Activities program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Junior Activities program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit's 2013 membership at 4/8/13 ________
Unit's 2014 membership at 4/8/14 ________

☑ Official Name of Unit listed above is correct
☑ Official Name of Unit is as follows:

Certified By:

Dept Secretary printed name

Dept Secretary signature

Units: forward completed form to your Dept. Headquarters
Depts: forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
**LEGISLATIVE**

**Year End Report**

**2013-2014**

Please complete and mail postmarked on or before April 15, 2014 to:

Department Secretary, 1708 Commonwealth Avenue, Richmond, VA 23230.

Unit Name & Number: ____________________________ District: _______ Zone: _______

Chairman’s Name: ________________________________ Phone #: ________________________

Chairman’s Address: ________________________________

**DEVELOPING & IMPLEMENTING AN ADVOCACY PLAN**

1. Did your Unit distribute the American Legion Auxiliary Advocacy Guide? _____ Yes _____ No
   Total number distributed: ________________

2. Did your Unit members subscribe to the Weekly Legislative Update? _____ Yes _____ No
   Total number of member subscriptions: ____________ How was it promoted?: ________________

3. Did your Unit members subscribe to the Dispatch? _____ Yes _____ No
   Total number of member subscriptions: ____________ How was it promoted?: ________________

4. Did your Unit write articles on current legislative actions/issues? _____ Yes _____ No
   Total number of articles: ________________

5. Did your Unit provide to attendees of Post Family community functions information on the Legion Family legislative agenda? _____ Yes _____ No
   Number of town hall meetings held: ____________ Number of participating legislators: ____________
   Number of members in attendance: ____________ Number of community members in attendance: ____________

6. Did your Unit promote events that involved elected officials and the Legion legislative agenda? _____ Yes _____ No
   Number of responses from: ________________

7. Did your Unit provide to attendees of Post Family community functions membership information? _____ Yes _____ No
   Number of American Legion Family brochures given to prospective members: ________________

8. Did your Unit organize legislative informational sessions or workshops? _____ Yes _____ No
   If so where: ________________

9. Did your Unit sponsor a town hall meeting? _____ Yes _____ No
   Number of town hall meetings held: ____________ Number of participating legislators: ____________
   Number of community members in attendance: ____________

**LEGISLATIVE PRIORITY PLAN**

1. Did your Unit promote the Legion’s Action E-List? _____ Yes _____ No
   Total number of subscriptions: ________________

2. Did your Unit contact legislators/officials through email, letters, or telephone calls? _____ Yes _____ No
   Number of contacts with: ________________
   ____________ White House ______ U.S. Senators ______ U.S. Representatives
   ____________ State Legislators ______ Local Officials

3. Did Unit members’ correspondence to legislators/officials receive a response? _____ Yes _____ No
   Number of responses from: ________________
   ____________ White House ______ U.S. Senators ______ U.S. Representatives
   ____________ State Legislators ______ Local Officials

4. Did your Unit schedule meetings with officials to discuss legislative issues? _____ Yes _____ No
   Meetings with: ________________
   ____________ U.S. Senators ______ U.S. Representatives ______ State Legislators ______ Local Officials

5. Did your Unit utilize the Congressional Meeting Report Form for reporting meetings? _____ Yes _____ No

6. Did your Unit nominate a member (s) for the Legion Legislative Council? _____ Yes (If so, how many) _____ No

7. Did members of your Unit attend the Washington DC Conference? _____ Yes (If so, how many) _____ No

8. Did members of your Unit attend the American Legion National Commander’s Testimony on Capitol Hill? _____ Yes (If so, how many) _____ No

**PROMOTE LEGISLATIVE MISSION AND INCREASE MEMBERSHIP**

1. Did your Unit sponsor a town hall meeting? _____ Yes _____ No
   Number of town hall meetings held: ____________ Number of participating legislators: ____________
   Number of members in attendance: ____________ Number of community members in attendance: ____________

2. Did your Unit provide to attendees of Post Family community functions information on the Legion Family legislative agenda? _____ Yes _____ No
   Number of The American Legion Legislative Priority Sheets distributed: ________________
   Number of Post Family community functions membership information?

3. Did your Unit provide to attendees of Post Family community functions information on the American Legion Legislative Priority Sheets distributed: ________________
   Number of of: Newspaper articles; ____________ Public service announcements; ____________ Websites; ____________ Flyers; ____________ Radio: ____________

4. Did your Unit provide to attendees of Post Family community functions information on the Legion Family legislative agenda? _____ Yes _____ No
   Number of American Legion Family brochures given to prospective members: ________________

**LEGISLATIVE TOTALS (INCLUDE ALL HOURS AND DOLLARS EXPENDED. PLEASE DO NOT INCLUDE ANY HOURS OR DOLLARS REPORTED TO OTHER ALA COMMITTEES)**

Total number of hours donated by your Unit to the Legislative program for 2013-2014: ____________

Total number of dollars expended by your Unit to promote the Legislative program for 2013-2014: ____________

Please attach a narrative of no more than 1,000 words, typed and double-spaced, describing your Legislative Program. Units may include articles, newsletters, pictures of displays, events promoting Units, speeches given, website URL, etc. Only narratives will be considered for Department and Convention awards.
PASS IT ON
Membership Mission Award

Legislative Committee

Units that demonstrate how working the mission of the Legislative Committee engaged, retained and attracted members to grow membership in the unit will receive a National President's citation.

Unit's Official Name: ______________________ Unit #: _______ Dept: _______
Chairman's name: ___________________________ Email: ___________________ Phone: ___________________

Please complete the following:

1. What Legislative program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Legislative program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit's 2013 membership at 4/8/13 __________
Unit's 2014 membership at 4/8/14 __________

☑ Official Name of Unit listed above is correct
☑ Official Name of Unit is as follows:

Certified By:

Dept Secretary printed name

Dept Secretary signature

Units: forward completed form to your Dept. Headquarters
Depts: forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
National Security Annual Report Form
2013-2014

Please complete and mail postmarked on or before April 15, 2014 to:
Department Secretary, 1708 Commonwealth Ave, Richmond, VA 23230

Unit Name & Number: __________________ District: _____ Zone: _____
Unit Chairman’s Name: ____________________ Phone: __________________
Address: ____________________________________

Department of Defense Programs: Describe your Unit’s participation in each of the following programs. Include activities, date, location, total number of volunteer hours (Juniors and Seniors), number of veterans served, and money spent or donated. Please use a separate sheet of paper, if necessary.

<table>
<thead>
<tr>
<th></th>
<th># Veterans Served</th>
<th># Volunteer Hours</th>
<th>$ Dollars Spent/Donated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yellow Ribbon Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Family Readiness Groups</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Welcome Home Celebrations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Operation Homefront</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Tragedy Assistance Program for Survivors (TAPS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>American Red Cross</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>USO</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Military and Family Support Programs of The American Legion: Describe your Unit’s participation in each of the following programs. Include activities, date, location, total number of volunteer hours (Juniors and Seniors), number of veterans served, and money spent or donated. Please use a separate sheet of paper, if necessary.

<table>
<thead>
<tr>
<th></th>
<th># Veterans Served</th>
<th># Volunteer Hours</th>
<th>$ Dollars Spent/Donated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Family Support Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Operation Comfort Warriors</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Blue Star and Gold Star Banner Program: Did your Unit hold an event? Yes _____ No _____
If Yes: # Volunteer Hours _____ Total Money Spent/Donated $ _____ # Families Attending _____
# Blue Star Banners Distributed _____ # Gold Star Banners Distributed _____
# Corporate Banners Distributed _____ # Pins _____ # Coins _____
Describe events _______________________________________________________________

National Security Program Report Form Page 1 of 2
POW/MIA Initiatives: Did your Unit participate in National Recognition Day? Yes ____ No ______
If Yes: # Volunteer Hours _____ Total Money Spent/Donated $_____
Describe events

Homeland Security Programs:
Did your Unit participate with the Citizen Corps Program? Yes ____ No ______
If Yes: # Volunteer Hours _____ # Members Participating _________ Total Money Spent/Donated $_____
Did your Unit host a CERT Program? Yes ____ No ______
If Yes: # Members Participating _____ # Members Completing CERT Course ___
Total Money Spent/Donated $____
Describe Events:

ADDITIONAL PROGRAMS AND ACTIVITIES

Did your Unit adopt a ROTC/JROTC Unit? Yes ____ No ______
If Yes: Did your Unit present medals/certificates? # Medals ______ # Certificates _____
# Volunteer Hours _____ # Members Participating _________ Total Money Spent/Donated $_____
Describe Activities:

Did your Unit participate in Welcome Home activities? Yes ____ No ______
If Yes: # Volunteer Hours _____ # Members Participating _________ Total Money Spent/Donated $_____
Describe Activities:

Did your Unit mail product coupons? Yes ____ No ______
If Yes: # Volunteers _____ # Volunteer Hours ______ # Pounds ______ Value of Coupons Donated $_____
Total Money Spent $_______
Describe Activities:

Did your Unit participate in National Military Appreciation Month activities? Yes ____ No ______
If Yes: # Volunteers _____ # Volunteer Hours ______ # Service Members Served ________
Total Money Spent/Donated $_______
Describe Activities:

Did your Unit refer service members or military family members to Gateway to Services on the National American Legion Auxiliary website? Yes ___ No ____
If Yes: How many referrals did your Unit make? ____

Please attach a narrative of no more than 1,000 words, typed and double-spaced, describing your National Security Program. Only report forms with narratives will be considered for National Security Awards.
PASS IT ON
Membership Mission Award
National Security
Committee

Units that demonstrate how working the mission of the National Security Committee engaged, retained and attracted members to grow membership in the unit will receive a National President's citation.

Unit's Official Name: _______________________ Unit #: _______ Dept: _______
Chairman's name: _______________________ Email: _______________ Phone: _______________

Please complete the following:

1. What National Security program, activity or event most helped your unit engage and retain members?

2. What was the objective of your National Security program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit's 2013 membership at 4/8/13 __________ Unit's 2014 membership at 4/8/14 __________

Certified By:

Dept Secretary printed name

Dept Secretary signature

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
PAST PRESIDENTS PARLEY SUMMARY
2013 - 2014

Please use this form to submit a **mid-year summary** and mail to Anne Starke, 3817 Chatham Circle, Norfolk, VA 23513 by December 15, 2013.

Please use this form to submit an **end of year summary** and mail with your program reports by April 15, 2014, to Department Headquarters.

Unit Name and Number: ________________________________

District: ___________________ Zone: ____________________

Name and Address of Unit Chairman:
____________________________________________________
____________________________________________________

1. Did your Unit select and honor a Unit Member of the Year?
   
   Was an application submitted to the Department for judging?

2. Did your Unit contribute to the Medical Scholarship? _________
   
   If so, how much? ______________

   Did your Unit submit an application to the Medical Scholarship?

3. Did your Unit recognize women serving in the armed forces?
   
   If so, how? __________________________

4. How did your Unit utilize your past presidents expertise?
   
   Did your Unit past presidents submit “best practice ideas” to the department chairman? __________________________
2013-2014 Poppy Report Form  
Department of Virginia

Unit #____ District#______Zone____
Unit Chair Person:________________________
Address:_________________________________
City:________________________Zip Code__________
Telephone number:________________________

1. Number of Poppies ordered:____ Is this an increase over last year?_______

2. The Unit distribute the Memorial Poppy ___times, for a total of ____hours on
   these dates:______________________________

3. Total Distribution for 2013-14 year $________

4. Please describe the use of Poppy Funds:________________________

5. Did your Unit have a display table with the Poppy history and informational materials?
   Please describe:__________________________________________

6. Did your Unit participate in the Department Poppy Contest? Fall____ Spring____

7. Did your Unit promote/organize a Poppy Poster Contest?________________________

8. Did you Unit hold a Little Miss Poppy/Miss Poppy Contest?_______________________
   If yes, will Little Miss Poppy / Miss Poppy attend Convention?_____________________

9. How did your Unit publicize the Poppy? Newspaper____PSA’s____Social Media____
   Personal Contact____Other________________________

10. What new Poppy idea did the Unit try this year?_______________________________

11. Did your Unit participate in the PASS IT ON Membership Mission objective?_____
    If so, did you include your form with this report?____

Please attach a narrative of no more than 1,000 words, typed and double-spaced, describing
your Poppy Program. Please include articles, pictures, and clippings. Only narratives will be
considered for Poppy Awards. Please send your report and narrative to:

ALA Department Secretary / Treasurer
1708 Commonwealth Avenue
Richmond Virginia 23230

ALL REPORTS ARE DUE BY APRIL 15, 2014
Units that demonstrate how working the mission of the Poppy Committee engaged, retained and attracted members to grow membership in the Unit will receive a National President's citation.

Please complete the following:

1. What Poppy program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Poppy program, activity or event?

3. How was it promoted? (local newspaper, posters, word of mouth, radio, etc.)

4. What was the result of this effort? (rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)

For additional space, please attach separate sheet.

Unit's 2013 membership at 4/8/13
Unit's 2014 membership at 4/8/14

Certified By:

Dept Secretary printed name
Dept Secretary signature

Units: forward completed form to your Dept. Headquarters
Depts: forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
PLEASE ADD TO THE PR PLAN OF ACTION.

This report form was inadvertently overlooked and left out of the master document.

PUBLIC RELATIONS ANNUAL REPORT FORM
2013 ~ 2014

Please complete and mail postmarked on or before April 15, 2014 to:
Christy Claus, Secretary/Treasurer; Dept. of Virginia;
1708 Commonwealth Avenue, Richmond, VA 23230

Unit Name & No.: ___________________________________ District: _________ Zone: __________
Chairman’s Name: _____________________________________________________________
Address: ________________________________________________________________
Phone: ___________________________ Email: ________________________________

Did your Unit create a PR Campaign? Y/N ______ Was it available online? Y/N ______
Provide a brief description (100 words) of your PR Campaign on a separate sheet of paper.

Did your Unit launch a new website after September 1, 2013? Y/N ______ If YES:
What is the URL/Web Address ________________________________
Who is your Webmaster? Name: __________________________ PHONE: ____________________

Did Unit members subscribe to ALA eNews? Y/N ______ If YES: How many ______

Did you place copies of the American Legion Auxiliary Magazine in public locations? Y/N ______
If YES: How many ______

Did your Unit create a social networking site? Y/N ______ If YES, please include your page/channel name for:
Facebook ___________________________ Twitter ___________________________ YouTube __________________

HOW MANY: Interviews with Media # ______ Articles Published # ______
Radio/TV Announcements # ______ Letters of Appreciation # ______
PSAs # ______ Letters to the Editor # ______ Print Advertisements # ______

Does your Unit have a newsletter? Y/N ______ If YES: Is it electronic? Y/N ______

Did your Unit submit an entry in the “Program Emphasis – Best Three Media Releases”? Y/N ______

Did your Unit submit an entry in the “Innovative Public Relations Activities”? Y/N ______

Did your Unit submit an entry in the “New Website Launch”? Y/N ______

MENTORING JUNIORS IN PUBLIC RELATIONS

HOW MANY Media releases for Junior programs/project # ______
Printed articles on Junior programs/projects # ______
Printed advertisements for Junior programs/projects # ______

Did your Juniors create a social networking site? Y/N ______ If yes, please supply the names:
Facebook ___________________________ Twitter ___________________________ YouTube __________________

Was an entry made for Junior Public Relations Award – Best Media Coverage of Activity/Programs? Y/N ______

Please attach a narrative of no more than 500 words, typed and double-spaced, describing your Public Relations Program. Units may include articles, pictures of displays, events promoting Units, speeches given, website URL, etc. Only report forms with narratives will be considered for Public Relations Awards.
Please complete and mail to Christy Claus, Department Secretary/Treasurer, 1708 Commonwealth Avenue, Richmond, VA 23230 postmarked on or before April 15, 2013.

Unit Name & Number: ___________________________ District: ______ Zone: ______
Chairman’s Name: ______________________________
Address: ______________________________________

1. Describe your unit’s activities for the VA&R program from May 1, 2013 – April 30, 2014.

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

2. Total hours volunteered: ________________________________

3. Total dollars spent: ________________________________

4. Value of in-kind donations requested and received: ________________________________
   (In-kind donations are donations of goods or services that offset your expenses.)

5. Number of veterans assisted: ________________________________

6. Number of new Home Service volunteers recruited: __________

7. Number of new Field Service volunteers recruited: __________

Please attach a narrative of no more than 1,000 words, typed and double-spaced, describing your Veterans Affairs and Rehabilitation Program. Please include pictures and newspaper clippings. Only narratives will be considered for Veterans Affairs and Rehabilitation awards.
**PASS IT ON**

Membership Mission Award

Veterans Affairs & Rehabilitation Committee

Units that demonstrate how working the mission of the Veterans Affairs & Rehabilitation Committee engaged, retained and attracted members to grow membership in the unit will receive a National President's citation.

<table>
<thead>
<tr>
<th>Unit's Official Name:</th>
<th>Unit #:</th>
<th>Dept:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman's name:</td>
<td>Email:</td>
<td>Phone:</td>
</tr>
</tbody>
</table>

**Please complete the following:**

1. What Veterans Affairs & Rehabilitation program, activity or event most helped your unit engage and retain members?

2. What was the objective of your Veterans Affairs & Rehabilitation program, activity or event?

3. How was it promoted? *(local newspaper, posters, word of mouth, radio, etc.)*

4. What was the result of this effort? *(rejoined 3 former members, recruited 2 new members, recruited 1 TAL member)*

*For additional space, please attach separate sheet.*

---

Unit's 2013 membership at 4/8/13
Unit's 2014 membership at 4/8/14

☐ Official Name of Unit listed above is correct
☐ Official Name of Unit is as follows:

**Certified By:**

- Dept Secretary printed name
- Dept Secretary signature

**Units:** forward completed form to your Dept. Headquarters

**Depts:** forward form to National Headquarters so it is received by May 16, 2014.

News clippings, photos and short video clips encouraged. They can be returned if a self-addressed stamped envelope is provided.
DEPARTMENT CHAPLAIN
ANNUAL REPORT FORM
2013-2014

Please complete and return with all Unit Reports in one envelope to Department Secretary at 1708 Commonwealth Avenue, Richmond, VA 23230, by April 15, 2014.

District: _________ Unit #: _________ Zone: Eastern () Western () Northern ()

Unit Chaplain’s Name: _____________________________ Phone #: _____________________________

Address ____________________________________________

1. Number of Deceased Members in your unit: Seniors ______ Juniors: ______

2. Did your Unit hold Memorial Services? Yes ( ) No ( )
   Were Junior members included? Yes ( ) No ( )
   How many memorials were held? ________ Total Dollar Amount $ ________

3. Did you drape your Charter? Yes ( ) No ( )

4. Did your Unit use Grace Cards? Yes ( ) No ( )

5. Did your Unit participate with the post in the Four Chaplains memorial service? Yes ( ) No ( )
   Did your Unit hold a Four Chaplains memorial service? ________
   Did your Unit donate to the Chapel of Four Chaplains? ________
   If yes, total amount donated: $ ____________

6. Did your Unit participate with the American Legion Family in observing:
   Veteran’s Day: Yes ( ) No ( ) If so, how many ________
   Memorial Day: Yes ( ) No ( ) If so, how many ________
   Independence Day: Yes ( ) No ( ) If so, how many ________

7. Did your Unit prepare a Senior Prayer Book? Yes ( ) No ( )
   Did your Unit prepare a Junior Prayer Book? Yes ( ) No ( )

8. Did your Unit use the Reflections Page at monthly meetings? Yes ( ) No ( )

9. Describe how your Unit used the Prayer Chain: (If more space is needed, attach a separate sheet.)
HISTORIAN ANNUAL REPORT FORM

2013 - 2014

This Report, a ROAR requirement, must be completed and postmarked by May 1, 2014.
Please mail to:

Department Secretary
ATTN: History
1708 Commonwealth Avenue
Richmond, VA 23230

Unit Name _________________________________________________________
Unit # ____________ District # ______________ Zone ________________
Complete Name of Unit Historian ______________________________________
Address of Unit Historian ____________________________________________

Email Address of Unit Historian ______________________________________

1. Did your Unit submit a History for judging? _____________________________
2. How many Senior Members are in your Unit? ____________________________
3. Do you have an organized Junior Unit? _________________________________
   If yes, did your Junior Unit submit a History for judging? ________________
   How many Junior Members are in your Unit? _____________________________
4. Did you Participate in the Veterans' History Project? _____________________
   (http://www.loc.gov/vets/kit.html)
   If yes, how many Veterans' Histories were recorded by Seniors? __________
   How many Veterans' Histories were recorded by Juniors? ________________
5. Outline the method used in your Unit to archive your events, newspaper
   articles, brochures, etc. that occurred during the 2013-2014 year.

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

Please take time to attach a brief statement or short narrative about your activities if you
are not submitting a History for judging. Thank you!