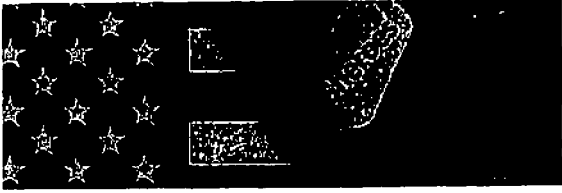


**DEPARTMENT OF VIRGINIA  
AMERICANISM  
PROGRAM ACTION PLAN  
2018-2019**

**Ethel Carson, Chairman  
399 Circuit Lane, Unit A  
Newport News, VA 23608  
(757) 880-0203  
Americanism@vaauxiliary.org**

**Abbey Forsythe, Vice Chairman  
1894 English Oaks Circle  
Charlottesville, VA 22911  
(434) 466-3372**

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26 Den Rich Road  
Stafford, VA 22554  
(703) 445-1811**



*Department of Virginia*

*Americanism Program Action Plan 2018-2019*

*Promoting Pride in American Patriotism*

The Americanism program promotes Patriotism and responsible citizenship. Americanism and the 2017-2022 ALA Centennial Strategic Plan; Promoting Patriotism and responsible citizenship help us fulfill our brand promise (Goal 5) by giving U.S. Citizens a chance to participate in our mission by feeling patriotic and demonstrating their support in an active, visible way.

**Purpose Statement**

To inspire, recognize, and perpetuate responsible citizenship through education and acts of patriotism, in order to raise awareness and increase appreciation of the price paid for our fundamental freedoms.

**What can you do?**

**1. Be knowledgeable on flag history, etiquette, and proper disposal methods, and promote the observation of patriotic holidays so your community will look to the American Legion Auxiliary (ALA) for information.**

**Ideas for Members:**

- ⊙ Publish flag etiquette tips in your newspaper and on social media.
- ⊙ Model respect for our flag at public events, such as sporting venues.
- ⊙ Visit schools at the start of the school year to give some basic facts about our flag, our national anthem, and when we stand and put our hands over our hearts at parades and ball games.
- ⊙ Volunteer for a local patriotic event.
- ⊙ Sign up at [www.legion.org](http://www.legion.org) to receive notifications on when to display your flag at half-staff.
- ⊙ Contact and ask state and federal representatives to support the flag amendment.
- ⊙ Vote! Take your children/grandchildren with you when you vote-many places have kid-related voting.
- ⊙ Encourage others to vote.
- ⊙ Recruit others to support the flag amendment by explaining what it is and why it is important. Sign up for the American Legion's Legislative Action alerts and follow flag issues.
- ⊙ Work with local schools to further education of the Constitution either whole or in part such as the Bill of Rights or the Preamble.

**Ideas for Units:**

- ⊙ Work with your Legion Post to increase respect for the flag in our community; invite the public to participate in a flag disposal ceremony.
- ⊙ Teach proper handling, displaying, and respect for the American Flag, as well as our National Anthem and the Pledge of Allegiance.
- ⊙ Organize a patriotic holiday event or participate in local patriotic holiday events (i.e. march in a parade).
- ⊙ Volunteer to keep up the area around the flag pole at your community's civic government area by planting seasonal flowers and collecting trash.
- ⊙ Encourage local businesses to fly the America flag, especially on patriotic holidays.
- ⊙ Encourage Legion Family members to fly an American flag at their home.
- ⊙ Provide American flags to your local schools for classrooms.
- ⊙ Order pocket flag kits and distribute to members.

- ⊕ Identify and distribute assembled pocket flags to active-duty military overseas.
- ⊕ Encourage Auxiliary members to contact state and ask them to support the flag amendment.
- ⊕ Encourage members to participate in Get Out the Vote and Kids Voting USA and federal representatives campaigns. For more information, refer to [www.legion.org/vote](http://www.legion.org/vote) and [www.kidsvotingusa.org](http://www.kidsvotingusa.org).
- ⊕ Work with local schools to further education of the U.S. Constitution, either whole or in part such as the Bill of Rights or the Preamble.

**2. Increase participation in the Americanism Essay Contest. The 2018-2019 Theme: "How can we address and prevent Veteran homelessness in our communities?"**

**Student Award: Americanism Essay Contest**

**Type of Award:** Citation, \$50 prize and additional \$50 donation added to the Children of Warriors National President's Scholarship Fund.

**Presented to:** 30 students total, six from each division, one student for every class in each division.

**Materials and Guidelines:**

- ⊕ The contest shall include six classes.

Class	Grade Level	Word Requirement
I	3 and 4	150-250
II	5 and 6	250-300
III	7 and 8	350-400
IV	9 and 10	450-500
V	11 and 12	450-500
VI	Students with special needs	Word count should correspond with student's grade level.

- ⊕ Students with special needs are defined as:
  - Those in special education classes
  - A student recommended for special education classes, but who has not been admitted due to a waiting list or various other factors.
  - A child identified as having a disability, but not in a special education class due to lack of facilities; identification contingent upon discretion of school officials.
- ⊕ Entries must include the American Essay Contest cover sheet. Unit winners are sent to the Department Americanism chairman.
- ⊕ Deadline for submitting Americanism Essays is March 31, 2019.
- ⊕ National winners will be informed of their award via communication from National Headquarters. The award check will be mailed directly to the student and the citation will be forwarded to the department for presentation.
- ⊕ While we will do our best to return all essays, it is not guaranteed. It is recommended that participants retain a copy of their submission for their own records.

**Member Ideas**

- ⊕ Encourage your children/grandchildren to participate in the essay contests.
- ⊕ Offer to contact schools or other organizations.
- ⊕ Help judge the essays.

**Unit Ideas**

- ⊕ Contact schools and other organizations such as the Young Marines, Girl and Boy Scouts, and 4-H about the essay contest.
- ⊕ Encourage Junior members to participate in the essay contest.
- ⊕ Create information packets explaining contest rules, deadline dates, theme, and award opportunities.

- ⊕ Contact the essay winner and their parents. Invite parents to bring their child to your next Auxiliary meeting to read his/her winning essay. Provide refreshments.
- ⊕ Work with school administration to identify guidance counselors, history teachers, etc. whose students would be interested in participating.
- ⊕ Arrange for a day with the schools (preferably during a student assembly) to present the essay winners with their prizes. Provide cash award and/or saving bond.
- ⊕ Be sure to include this information on your unit report to your district, department, and national chairman.

### 3. Participate in the Promotion of The American Legion Americanism programs.

#### Ideas for Members:

- ⊕ Support the American Legion Baseball.
  - Help with statistics
  - Work with the concession booth.
  - Donate to a team.
  - Contact local sports shops and ask if they would be willing to make donations toward a fundraiser or offer a discounted price to purchase needed items.
- ⊕ Support the Oratorical Contest.
  - Help prepare post home to sponsor local or district contest.
  - Offer to be a judge or timekeeper
  - Offer to help out with refreshments.
  - Provide transportation for candidates.
  - Help recruit candidates at local schools and other organizations.
    - Contact history teachers or debate coaches.
- ⊕ Support the Junior Shooting Sports, which promotes gun safety and marksmanship training for youth.
  - Volunteer to help out with soring, supervision, or transportation.
  - Help recruit candidates at local schools and other organizations.
    - Contact JROTC at local schools.

#### Ideas for Units:

- ⊕ Work with the post and/or district Americanism chairman.
- ⊕ Support American Legion Baseball.
  - Sponsor a team
  - Help with statistics
  - Man the concession booth
  - Hold a fundraiser
  - Drive the team to games
- ⊕ Support the Oratorical Contest either at your post level or district level.
  - Offer to provide volunteers as timekeepers or judges.
  - Offer to help out with refreshments.
  - Offer to host a contest.
  - Help recruit candidates at local schools and other organizations.
- ⊕ Support the Junior Shooting Sports, which promotes gun safety and marksmanship training for youth.
  - Offer to provide refreshments on event day.
  - Arrange transportation and/or supervision on event day
  - Host an event at your post/unit home, if you have the space.

### Americanism Reporting:

Please report the work you do for Americanism. The only way Department & National know what a great job you do is through reporting. You are doing the work, why not get recognition for your programs. Bringing home awards from Department and/or National is a great way for your members to feel valuable and appreciated.

### Mid-Year Reports

Mid-Year reports reflect the program work of units and is intended as an opportunity for mid-year corrections. An Americanism Mid-Year Report Form is provided in the Program Action Plan. Each Unit Americanism chairman is to submit a mid-year report by December 15, 2018 to Department Americanism Chairman. Please mail report to: Ethel Carson, 399 Circuit Lane, Unit A, Newport News, VA 2360 or email Americanism@vaauxiliary.org.

### Year-End Reports

Annual reports reflect the program of units and may result in a department/and or national award. An Americanism Year-End Report Form is provided in the Program Action Plan. Each Unit Americanism Chairman is to submit a Year-End Report by April 15, 2019. Report should be sent to Department Americanism Chairman, Ethel Carson, 399 Circuit Lane, Unit A, Newport News, VA 23608.

### Only Reports with Narratives and Award Cover Sheets Will Be Considered for Department & National Awards.

As part of your narrative report, please include answers to the following questions:

- ⊙ How did your unit promote the Americanism essays contest?
- ⊙ How did your unit promote the flag program?
- ⊙ How did your unit promote patriotic holidays?
- ⊙ How did your unit encourage support of the flag amendment?
- ⊙ How did your unit promote Americanism in the community?

### **Department Americanism Awards**

#### **Department Award: Best Overall Program**

- ⊙ Awarded to the Unit that conducted the best overall promotion of the Americanism program.
- ⊙ Narrative not to exceed 1,000 words and include the "Total Word Count" at the bottom of the narrative.
- ⊙ May include pictures, (.jpg format), news articles, news releases, etc.
- ⊙ Attach an award cover sheet including the name of the award, as well as =, the name and contact information for the Unit President or Americanism chairman.
- ⊙ Entries must be postmarked by April 15, 2019.

#### **Convention Award: Outstanding Unit Promotion of Americanism Activities.**

- ⊙ Awarded to the Unit for the most outstanding program promoting the Americanism activities.
- ⊙ Narrative not to exceed 1,000 words and include the "Total Word Count" at the bottom of the narrative.
- ⊙ May include pictures (.jpg), news articles, news releases, etc.
- ⊙ Attach an award cover sheet, including the name of the award, as well as, the name and contact information for the Unit President or Americanism chairman.
- ⊙ Entries must be postmarked by April 15, 2019.

## National Awards:

### A. Unit Award: Dorothy Pearl Most Outstanding Unit Americanism Program

- ⊙ Award: Citation Plaque
- ⊙ Presented to: One unit in each division (5)
- ⊙ Materials and guidelines:
  - The entry must be typewritten in narrative format, not to exceed 1,000 words.
  - The entry may include no more than five pictures and five articles.

### B. Department Awards: Best Department Americanism Program

- ⊙ Award: Citation
- ⊙ Presented to: One department in each division (5)
- ⊙ Materials and guidelines:
  - The entry must be typewritten in narrative format, not to exceed 1,000 words.
  - Include pictures, clippings, scrapbooks, folders, etc.

## National President's Award For Excellence

Outreach Ideas for 2018-2019 - Focus: Issues facing women veterans

Americanism – Invite women veterans and their families to participate in Flag Etiquette Awareness Events at posts/units, local schools, or at other public functions. Encourage military children to enter the Americanism Essay Contest by contacting Family Readiness Groups and creating information packets containing deadlines, cover sheets, criteria, etc., for distribution.

## Additional Resources You Can Use

### [www.ALAforVeterans.org](http://www.ALAforVeterans.org)

1. American Legion Flag and Emblem Sales: [www.emblem.legion.org](http://www.emblem.legion.org)
  - ⊙ Flag education DVD: explains the history, significance, meaning, proper display and treatment of the U.S. flag.
  - ⊙ *Let's Be Right On Flag Etiquette* – a question and answer booklet on proper flag etiquette.
2. The American Legion Flag Advocacy: [www.legion.org/flag](http://www.legion.org/flag).
3. The American Legion's Action Programs of Americanism brochure: [www.legion.org/publications](http://www.legion.org/publications).
4. Capitol Building Flags: To order flags flown over the Capitol, contact your congressional representative(s) or senator or visit his/her website. Flags are available for a nominal fee: four to six weeks should be allowed for delivery.
5. Pocket Flag Project: [www.pocketflagproject.com](http://www.pocketflagproject.com).
6. Your national Americanism committee members (see Americanism program page on the national website or Annual Supplement for contact information).

**Americanism Program 2018-2019  
MID-YEAR REPORT  
Department of Virginia**

*Please complete report and email/postmarked on or before December 15, 2018 to: Ethel Carson, 399 Circuit Lane, Unit A, Newport News, VA 23608 or Americanism@vaauxiliary.org*

Unit Name & Number: \_\_\_\_\_ District: \_\_\_\_\_ Zone: \_\_\_\_\_

Chairman's Name \_\_\_\_\_ Email: \_\_\_\_\_

Chairman's Address \_\_\_\_\_ Phone #: \_\_\_\_\_

Americanism mid-year totals may include items from May 2017 through November 2018. Include all hours and dollars expended even if not listed on the form. Please do not include any hours or dollars reported to other ALA committees.

**YOUTH AMERICANISM ACTIVITIES**

1. Participate in the ALA National Americanism Essay Contest? \_\_\_\_ Yes \_\_\_\_ No  
Number of Schools participating: \_\_\_\_\_ Number of Youth organizations participating: \_\_\_\_\_  
Total number of entries: \_\_\_\_\_ Hours Donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
2. Sponsor Americanism Programs/Activities in Schools? \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
Hours donated: \_\_\_\_\_ Dollars expended \$ \_\_\_\_\_ (Please describe activities on separate sheet)
3. Sponsor Juniors' Americanism activities? \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Hours donated: \_\_\_\_\_  
Dollars expended: \$ \_\_\_\_\_ (Please describe activities on separate sheet).

**FLAG ETIQUETTE & FLAG PROMOTION ACTIVITIES**

1. Sponsor Flag Education Programs? \_\_\_\_ Yes \_\_\_\_ No  
Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_ (Please describe activities on separate sheet).
2. Donate these to the schools(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. Number of U.S. Capitol Flags ordered: \_\_\_\_\_ Hours donated: \_\_\_\_\_ Dollars expended:  
\$ \_\_\_\_\_
4. Number of Flag Certificates of Appreciation presented: \_\_\_\_\_ Hours donated: \_\_\_\_\_ Dollars  
expended: \$ \_\_\_\_\_
5. Number of Flags presented to schools/organizations: \_\_\_\_\_ Hours donated: \_\_\_\_\_ Dollars  
expended \$ \_\_\_\_\_
6. Send Flag Replacement postcards? \_\_\_\_ Yes \_\_\_\_ No Hours donated: \_\_\_\_\_ Dollars expended:  
\$ \_\_\_\_\_
7. Place Flag Disposal boxes in the community? \_\_\_\_ Yes \_\_\_\_ No Hours donated: \_\_\_\_\_ Dollars  
expended: \$ \_\_\_\_\_

8. Participate in Flag Disposal Ceremonies?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
9. Support the Citizens Flag Alliance  Yes  No
10. Lobby Representatives and/or Senators for the Flag Amendment?  Yes  No  
 Number of Contacts: \_\_\_\_\_ By Phone: \_\_\_\_\_ By Email: \_\_\_\_\_ By Letter: \_\_\_\_\_

**PROMOTING AMERICANISM**

1. Host/sponsor events on Patriotic holidays?  Yes  No Number of events: \_\_\_\_\_  
 Patriot Day \_\_\_\_\_ Flag Day \_\_\_\_\_ Veterans Day \_\_\_\_\_ Memorial Day \_\_\_\_\_ July 4<sup>th</sup> \_\_\_\_\_ Other: \_\_\_\_\_  
 Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
2. Participate in the "Pocket Flag Project"?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
3. Participate in the "Get Out To Vote"?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
4. Participate with the community schools in the "Kid Vote" program?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
5. Utilize any other Americanism Resources?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_  
 Resources utilized: \_\_\_\_\_
6. 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: \$ \_\_\_\_\_

**Please feel free to add details and photos (.jpg) of Unit activities in the space below or on a separate sheet.**



**Americanism Program 2018-2019  
YEAR-END REPORT  
Department of Virginia**

Please complete report postmarked on or before April 15, 2019 to: Ethel Carson, Americanism Chairman, ALA Department of Virginia, ATTN: Year-End Reports, 399 Circuit Lane, Unit A, Newport News, VA 23608.

Unit Name & Number: \_\_\_\_\_ District: \_\_\_\_\_ Zone: \_\_\_\_\_

Chairman's Name \_\_\_\_\_ Email: \_\_\_\_\_

Chairman's Address \_\_\_\_\_ Phone #: \_\_\_\_\_

**YOUTH AMERICANISM ACTIVITIES**

1. Participate in the ALA National Americanism Essay Contest? \_\_\_\_ Yes \_\_\_\_ No  
Number of Schools participating: \_\_\_\_\_ Number of Youth organizations participating: \_\_\_\_\_  
Total number of entries: \_\_\_\_\_ Hours Donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
2. Sponsor Americanism Programs/Activities in Schools? \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_  
Hours donated: \_\_\_\_\_ Dollars expended \$ \_\_\_\_\_ (Please describe activities on separate sheet)
3. Sponsor Juniors' Americanism activities? \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Hours donated: \_\_\_\_\_  
Dollars expended: \$ \_\_\_\_\_ (Please describe activities on separate sheet).

**FLAG ETIQUETTE & FLAG PROMOTION ACTIVITIES**

1. Sponsor Flag Education Programs? \_\_\_\_ Yes \_\_\_\_ No  
Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_ (Please describe activities on separate sheet).
2. Donate these to the schools(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. Number of U.S. Capitol Flags ordered: \_\_\_\_\_ Hours donated: \_\_\_\_\_ Dollars expended:  
\$ \_\_\_\_\_
4. Number of Flag Certificates of Appreciation presented: \_\_\_\_\_ Hours donated: \_\_\_\_\_ Dollars  
expended: \$ \_\_\_\_\_
5. Number of Flags presented to schools/organizations: \_\_\_\_\_ Hours donated: \_\_\_\_\_ Dollars  
expended \$ \_\_\_\_\_
6. Send Flag Replacement postcards? \_\_\_\_ Yes \_\_\_\_ No Hours donated: \_\_\_\_\_ Dollars expended:  
\$ \_\_\_\_\_
7. Place Flag Disposal boxes in the community? \_\_\_\_ Yes \_\_\_\_ No Hours donated: \_\_\_\_\_ Dollars  
expended: \$ \_\_\_\_\_
8. Participate in Flag Disposal Ceremonies? \_\_\_\_ Yes \_\_\_\_ No Hours donated: \_\_\_\_\_ Dollars  
expended: \$ \_\_\_\_\_
9. Support the Citizens Flag Alliance \_\_\_\_ Yes \_\_\_\_ No

10. Lobby Representatives and/or Senators for the Flag Amendment?  Yes  No  
Number of Contacts: \_\_\_\_\_ By Phone: \_\_\_\_\_ By Email: \_\_\_\_\_ By Letter: \_\_\_\_\_

### PROMOTING AMERICANISM

1. Host/sponsor events on Patriotic holidays?  Yes  No Number of events: \_\_\_\_\_  
Patriot Day  Flag Day  Veterans Day  Memorial Day  July 4<sup>th</sup>  Other: \_\_\_\_\_  
Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
2. Participate in the "Pocket Flag Project"?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
3. Participate in the "Get Out To Vote"?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
4. Participate with the community schools in the "Kid Vote" program?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_
5. Utilize any other Americanism Resources?  Yes  No Hours donated: \_\_\_\_\_ Dollars expended: \$ \_\_\_\_\_  
Resources utilized: \_\_\_\_\_
6. 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 2018 – 2019: \_\_\_\_\_

Total number of dollars expended by your Unit to promote Americanism for 2018-2019 \_\_\_\_\_

***Please attach a narrative of no more than 1,000 words, typed and double spaced, describing the Americanism Program. Include the total Word Count at the bottom of the narrative. Units may include articles, newsletters, pictures of displays (.jpg format), events promoting Units, speeches given, website URL, etc. Only narratives will be considered for Department and National Awards.***



**AMERICANISM ESSAY CONTEST  
2019 Cover Sheet**

Each year, the American Legion Auxiliary (ALA) sponsors an Americanism Essay Contest for students in grades 3-12, including students with special needs. Grade levels are divided into six classes. One award in each of the six classes will be presented in each division. Winners will receive \$50 and a \$50 donation in the student's name will be made to the Children of Warriors National Presidents' Scholarship fund. National winners will be posted at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) after convention.

**Essay Title:** *"How can we address and prevent veteran homelessness in our communities?"*

**Essay Classes:**

Class	Grade Level	Word Requirement
I	3 and 4	150-250
II	5 and 6	250-300
III	7 and 8	350-400
IV	9 and 10	450-500
V	11 and 12	450-500
VI	Students with special needs	Word count should correspond with student's grade level.

**Essay Checklist:**

- Class competing in \_\_\_\_\_
- Sponsoring ALA unit \_\_\_\_\_
- Typed or neatly written essay conforming to the word requirement for class
- Completed essay coversheet as first page of essay
- Word count of essay \_\_\_\_\_
- Due date for student to return to ALA unit \_\_\_\_\_

**To Be Completed by the Student/Parent:**

Student Name: \_\_\_\_\_

Address (Street, City, State, Zip): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone: \_\_\_\_\_

School Name: \_\_\_\_\_

School City/State: \_\_\_\_\_

Teacher Name and Signature: \_\_\_\_\_

**Auxiliary Use Only (Must be completed for entry to be considered.):**

Sponsoring Unit Name/Number: \_\_\_\_\_

Signature of Unit Americanism Chairman: \_\_\_\_\_

Unit winner due to Department on: \_\_\_\_\_ Department: \_\_\_\_\_

Signature of Department Chairman: \_\_\_\_\_

*Department winner due to National Americanism Division Chairman by April 15, 2019*



## American Legion Auxiliary National Report and Award Cover Sheet

Please note, your report will also be viewed as an award entry.

**Complete the following if you are applying for a member award. Be sure to give the complete name of the member. The award certificate will be prepared using the information you include below.**

Unit #: \_\_\_\_\_ Full official unit name: \_\_\_\_\_

Name of state where you are a member: \_\_\_\_\_

Member Name: \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Nominating Member (if different from above): \_\_\_\_\_

Nominator's Phone number: (\_\_\_\_) \_\_\_\_\_

Nominator's Email address: \_\_\_\_\_

National committee sponsoring award: \_\_\_\_\_

Type of Award:       Department       Unit       Member

Name of the award you are applying for: \_\_\_\_\_

**For a unit award or submit a year-end unit narrative report, please complete this section. Be sure to give the complete name of your unit. The award certificate will be prepared using the information you include below.**

Unit #: \_\_\_\_\_ Full official unit name: \_\_\_\_\_

Name of department: \_\_\_\_\_

Unit president/chairman (circle one) name: \_\_\_\_\_

Above listed person's ALA member ID#: \_\_\_\_\_ Phone number: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_

**For a department award or to submit a year-end department narrative report, please complete this section:**

Name of department: \_\_\_\_\_

Name of department chairman: \_\_\_\_\_

Chairman's phone number: (\_\_\_\_) \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Chairman's email address: \_\_\_\_\_

*Please see your committee's annual Programs Action Plan supplement to determine where to send this form.*