

American Legion Auxiliary Department of Virginia

UNIT END-YEAR CONSOLIDATED IMPACT REPORT

2018-2019

**A copy of the Unit Year-End Consolidated Impact Report
is to be included with each of your Chairmanship Reports**

Why report these numbers?

Every hour, every dollar that ALA members invest in our mission of helping veterans adds up. It not only gives each member a sense of pride in belonging to the world's largest patriotic women's organization, but it allows us to demonstrate our effectiveness to the world. Each small sum of numbers gets added into the collective numbers that are called Impact Numbers. These numbers proclaim our impact and make membership in the ALA meaningful.

These numbers are also reported to The American Legion which includes them in its annual report to Congress. To make this process easier for you, it was simplified and the form has been condensed to essential information. If you aren't sure, even giving an estimate is better than not reporting at all.

How to complete the Unit Year-End Consolidated Impact Report Form

1. **Each ALA member** should fill out the Member Form and give it to her Unit President. This probably happens in March but check with your unit.
2. The Unit form is a tool to obtain information on a monthly basis for your members at the Unit meeting.
3. The Unit President (or her designee) compiles all of the Member data and monthly Unit data on the Unit Form and adds any additional data not reported by unit members. A copy of this Unit Consolidated Impact Numbers Report is forwarded to each Department Program Chairman. The Program Chairman will extract and compile the data from the Unit Consolidated Impact Numbers Report that are reportable under their program.
4. **It is more important that you report information in one section of the form only rather than worry if you have selected the right category. For example, if you provide a service for children, it should go in either Service for Military Families (for example, camps for military children only) or Service for Children & Youth (Legion Family camps for all children) but not in both places.**
5. Please round to whole dollar values (for example, \$155).

Report Simplifications

1. All service for all military whether active duty, retired, or reserve component is now combined in one section.
2. Each section has better defined examples of the service that should be reported.
3. **For Units, Districts, and Departments:**
“Line numbers” and “Obtain Total From” columns have been added to help in transferring data from form to form. For example, Units can find the number of Volunteer Hours for Military Families on Line 5 of the Member Form.

A helpful monthly tracking worksheet is available under the Members Only section on the national website: www.ALForVeterans.org

American Legion Auxiliary Department of Virginia *Unit Year-End Consolidated Impact Report*

Here is what our unit did in the 12 months from MARCH 30, 2018 TO MARCH 30, 2019. On this one report include *every volunteer hour, donation, in-kind donation, scholarship, and mileage for all programs.*

Only report your figures in one section using the section that best fits your figures.

When this report is completed, ***mail only a copy of this Unit year-end Consolidated Impact Report with each of your chairman's program report*** postmarked on or before April 15, 2019 to the Department Chairman.

Zone: _____ District: _____

Unit # _____ Unit Name _____

Unit President _____

Your Name (if other than president) _____

Your Email: _____

Number of Member Impact Reports: _____ (This is how many members turned in there Member report to you to complete this consolidated report. This is not the information reported in the sections below.

1. Our ALA Service for Veterans/Active-Duty/Reserve Military

	Service for Veterans/Military	Obtain Total From	Member +	Unit =	Total
Line 1	Total hours members volunteered	<i>Member Form Line 1</i>		N/A	
Line 2	Total dollars spent	<i>Member Form Line 2</i>	\$	\$	\$
Line 3	Total number of veterans/military assisted	<i>Member Form Line 3</i>			
Line 4	Total number of "Veterans in Community Schools" presentations facilitated	<i>Member Form Line 4</i>			
Line 5	Value of in-kind donations received*	Unit Records	N/A	\$	\$
Line 6	Number of poppies or poppy items distributed	Unit Records	N/A		
Line 7	Dollars raised from poppies	Unit Records	N/A	\$	\$

*Estimated cash value of non-cash donations from **NON-MEMBERS** of goods (like paper goods, clothing) or services (like pro-bono CPA services from a local firm)

2. Our ALA Service for Military Families

	Service for Military Families	Obtain Total From	Member +	Unit =	Total
Line 8	Total hours members volunteered	<i>Member Form Line 5</i>		N/A	
Line 9	Total dollars spent	<i>Member Form Line 6</i>	\$	\$	\$
Line 10	Number of military families served	<i>Member Form Line 7</i>			

3. Our ALA Service for Youth

	Service for Children & Youth	Obtain Total From	Member +	Unit =	Total
Line 11	Total hours for ALA Girls State	<i>Member Form Line 8</i>		N/A	
Line 12	Dollars spent for ALA Girls State	Unit Records	N/A	\$	\$
Line 13	Total hours for other Legion Family youth activities	<i>Member Form Line 9</i>		N/A	
Line 14	Dollars spent on goods for youth activities	<i>Member Form Line 10</i>	\$	\$	\$
Line 15	Dollar amount of direct cash aid to help a needy child	<i>Member Form Line 11</i>	\$	\$	\$
Line 16	All other UNIT expenses (parties, dinners, paper goods, trophies)	Unit Records	N/A	\$	\$
Line 17	Total number of children/youth served	<i>Member Form Line 12</i>			
Line 18	Donations to all other child service charities	<i>Member Form Line 13</i>	\$	\$	\$

4. Our Service Representing the ALA in Our Community

	For any service not included in Sections 1-3	Obtain Total From	Member +	Unit =	Total
Line 19	Total number of hours	<i>Member Form Line 14</i>		N/A	
Line 20	Total dollars spent	<i>Member Form Line 15</i>	\$	\$	\$

5. Mileage

		Obtain Total From	Total
Line 21	Total miles driven in providing ALA service	<i>Member Form Line 16</i>	

6. Scholarships Presented/Awarded by Our Unit

	Scholarships	Obtain from	Total
Line 22	Number of unit scholarships presented/awarded	Unit Records	
Line 23	Total dollar amount of unit scholarships	Unit Records	\$
Line 24	Total dollar amount donated to department scholarships	Unit Records	\$

Thank you for taking the time to REPORT your VALUABLE SERVICE and helping us TELL OTHERS about our INCREDIBLE IMPACT!