



**American Legion Auxiliary
National Report and Award Cover Sheet**

PLEASE BE AWARE THE AWARDS AND REPORTING PROCESSES HAVE CHANGED. READ THE FOLLOWING INFORMATION CLOSELY TO ENSURE THAT YOU HAVE SUPPLIED ALL NEEDED INFORMATION.

Member: The National Report and Award Cover Sheet should be attached if you are reporting. Submission may make you or your unit/department eligible for a national award.

Department Chairman and Unit Chairman: This cover sheet should be attached to each narrative submitted as a year-end report or if you are applying for a department or unit national award.

- Send all award entries/year-end narrative reports to the appropriate program's division chairman unless otherwise noted in the Annual Supplement to the Programs Action Plan.
- All year-end narratives will be judged as award entries.
- Award winners are announced in the respective committee "pre-con" meeting prior to the start of ALA National Convention. All awards will be mailed to the winners' department headquarters at the close of ALA National Convention.

To all submitting this form:

Submissions become property of the American Legion Auxiliary National Headquarters. Through submission of reports and award entries, the submitter grants nonexclusive reproduction and publication rights to the materials submitted and agrees to have their names and submission published for ALA use or commercial use without additional compensation or permission.

Please fill out the information as completely and accurately as possible. Award certificates will be completed using the information given on this sheet, so please be sure to complete the form in its entirety. For your convenience, a fillable version of this form is available online at www.ALAforVeterans.org.

For the award for which you wish to be considered, please refer to the 2017-2022 Programs Action Plan at www.ALAforVeterans.org for the specific criteria such as photographs, narrative length, submission deadline, and point of contact. Please include all required documentation along with your submission of the National Report and Award Cover Sheet. All awards will be mailed to the department office after ALA National Convention. Department Presidents may wish to recognize award recipients by presenting them with the award at a department function.



**American Legion Auxiliary
2018-2019 National Report and Award Cover Sheet**

This cover sheet should be attached to each narrative that is submitted for a National award. Please fill out the information as completely and accurately as possible.

Complete this section 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: WISCONSIN

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 to 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: WISCONSIN

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: WISCONSIN

Name of department chairman: _____

Chairman's phone number: _____ ALA member ID#: _____

Chairman's email address: _____

*Please see your committee's Annual Supplement to the Programs Action Plan
to determine where to send this form.*

**AMERICAN LEGION AUXILIARY
NATIONAL PRESIDENT'S AWARD FOR EXCELLENCE
2018-2019**

Total Qty	Recipient	Submitted By	Deadline Date
11 Unit Awards	Unit	Unit President (Collaboration with unit members and chairmen)	June 1, 2019
1 Department Award	Department	Department President (Collaboration with department chairmen)	June 1, 2019
Hard Copy Submitted To:		American Legion Auxiliary NHQ Attn: NPAE 3450 Founders Road Indianapolis, IN 46268-1334	
Electronic Entry Submitted To:		natlpres@ALAforVeterans.org	

Criteria & Details

Your unit or department can win this award simply by working the ALA Programs! One National President's Award for Excellence winner will be chosen from each program's five division winners. BONUS: Tell us about how you incorporated the National President's Focus into your mission outreach activities!

National President's Focus – Women veterans and the specific issues they face, especially homelessness.

Forms: ALA National Award and Report Cover Sheet – this standardized award/report entry sheet can be used for all member, unit, and department awards. Please note the three different sections on the form (members, unit, and department) and use only the unit or department section when applying for the National President's Award for Excellence.

Tips to Win:

- Tell us your story with words AND photos. Winning submissions have two things in common – a fantastic narrative and great photos!
- Highlight how your unit/department incorporated the national president's focus into your mission outreach work.
- Correctly complete the ALA National Award and Report Cover Sheet.

Award Description

- The National President's Award for Excellence will be presented during the ALA National Convention with a spotlight on each winning entry.
- All winners will be featured in ALA national media.

AMERICAN LEGION AUXILIARY
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.

Children and Youth - Seek out the children of women veterans through local schools, the VA, or homeless shelters. Be sure to include them in all your C&Y events and programs. Preference will be given to those unit and department award submissions that emphasize helping women veterans.

Community Service - Days of Service have a focus on empowering individuals, strengthening communities, and creating solutions to social problems. Be sure to reach out to local women veterans in your area and include them in your Day of Service Projects. Examples: Ask women veterans to speak in classrooms about their service, clean a facility that serves women veterans, or offer an employment mentoring workshop. ALA members should visit www.ALAforVeterans.org and the ALA Community Service Facebook group to learn more about how to get involved.

Education - Assist veterans and military youth pursuing higher education and vocation educational opportunities, with special emphasis on women veterans. Identify educational gaps that could be filled such as transitioning military, US Guardsman, military spouses, or women veterans' need for childcare at the department and unit levels. Check in regularly on the ALA Education Facebook group and monthly eBulletins for ideas and examples of those we help.

Junior Activities - Include your Juniors in all you do, especially when helping women veterans and homeless women veterans. Juniors can be a big help and often bring fresh ideas and youthful enthusiasm to a project.

Leadership - Mentoring is a great way to provide support and assistance to women veterans who are transitioning back into the civilian community. Offering to assist with job interviewing skills, resume building, and clothing needs will help prepare individuals to succeed and achieve. Search local businesses that are owned and operated by women veterans. Assist these businesses by promoting and financially supporting the products and services they offer. Connect with local homeless shelters and VA outreach programs to discover if women veterans have specific needs to enable them to safely enhance their living conditions and maximize employment opportunities.

Legislative - Focus areas while advocating for the legislative priorities: instituting gender-specific health care for women veterans, defending veteran education benefits, and ending veteran homelessness. Visit www.legion.org/legislative, the ALA Legislative Facebook group, and the *ALA Legislative Advocacy Guide* to learn more about our positions on these topics. Together, we'll work to ensure government funding is available to end veteran homelessness, VA medical centers have increased their access to care for women veterans, and that the GI Bill is protected, and its use leads to meaningful employment.

Membership (Department Only) - Follow National's lead and encourage your unit/department to offer our "Honor Our Women Veteran" discounted/free membership by waiving the first year's dues for all women veterans. Ask ALL women veterans to join our organization. Locate homeless women veterans by contacting local shelters and support groups in your community. Waiving their first year's dues can be a valuable recruiting tool for our organization when recruiting these dedicated veterans. Identify local businesses that are owned, operated, or managed by women veterans and offer the veteran our discounted/free membership, plus request permission to leave a display featuring ALA membership information.

National Security - Ensure male military spouses that are seeking employment have and maintain meaningful employment in order to prevent or reduce financial hardship for our military families. Participate in the career e-mentoring network through Academy Women. Get involved with military spouse job fairs in your community and offer to staff an information booth about the ALA. Deployed servicewomen are often in need of care packages specific to them. Consider preparing women specific care packages or work with an organization like Operation Courage is Beautiful, which provides high quality products for deployed servicewomen. For more information visit www.operationcourage.org and join the ALA National Security Facebook group.

Poppy - Put the face of the woman veteran to the forefront of the Poppy program in Auxiliary activities. Work the poppy program with an active duty or woman veteran – this could be an avenue to new membership! You could ask women veterans to be a part of your National Poppy Day® activities or help judge the Poppy Poster Contest. Think about arranging for a woman veteran and active duty servicewoman to speak to students at your local school for Veterans Day, promote and publicize your events with The American Legion Family, including your Juniors. Invite your active duty or woman veteran to help in an event, and then ask her to your meeting. This way she will also have a glimpse of what we do and an understanding of our mission.

Public Relations - Work with your local U.S. Department of Veterans Affairs (VA) Vet Center Program on ways to utilize their Mobile Vet Center. Vet Centers around the nation provide a broad range of counseling, outreach, and referral services to veterans and their families. The Mobile Vet Center is a special outreach effort capable of bringing specific resources to women veterans including military sexual trauma counseling, post-traumatic stress disorder counseling, disaster relief, services that help veterans transition to civilian life, and more. ALA units should identify ways to utilize the Mobile Vet Center in community outreach efforts. One idea would be to host a women veterans' event or retreat and invite the Mobile Vet Center to attend. Your ALA unit could then publicize the collaboration in local media. Learn more about the Mobile Vet Center and view resources and locations at www.vetcenter.va.gov.

VA&R - Work with VA transitional housing coordinators specifically assisting women. Establish a rapport with local coordinators. They need extra assistance when they have female veterans come in because they are harder to place due to having different needs and are more likely to have children with them. The good news is that many states have women veteran only shelters so members can help out by: adopting a shelter, providing meals, providing child-care, donating clothing, providing welcome baskets with female hygiene products, and/or donating baby items and toys/books for younger children. When planning a Stand Down, work with coordinators to provide services specifically for women such as: having a woman healthcare provider on site, provide female hygiene products, and access to mental health resources like crisis counseling.