

## ANNUAL IMPACT REPORT NEWS

As your Department President, it is my duty to inform you that we will be changing our report forms again this year. Please do not panic. The forms should stay this way in the future if every level of the Auxiliary does their part to make it successful.

We have two kinds of reports, the statistical (impact) report and the narrative report. It is VERY important that we fill out the impact report at every level. Congress uses this information to justify our non-profit status. This is how it works.

1. The Unit President makes copies of the Member Year-End Report for each of her members. The Unit member tallies her hours, dollars, and number of people served on this report form. By **March 1, 2012**, each member must have this form in the hands of her Unit President (or other designated person) to tally them.
2. The Unit President (or designated person) fills out the Unit Year-End Report with the information from the members' reports. This must be sent to the District President by **March 15, 2012**. (District Presidents need it for their spring conferences.)
3. The District President fills out a District Year-End Report from the units in her district. This must be sent to Department President Chwala by **May 1, 2012**, so that there is time to prepare the Department report to National.

The Narrative Report is needed to hand out awards and for reporting to our District, Department, Central Division, and National Chairmen. Units complete this report by explaining the projects they have been working on during the year. Please be specific with the details so that it is easier to give awards. These reports are due to Department President Joan Chwala by **March 15, 2012**. If you are familiar with the Pod groupings, you can complete them by Pod. Units are encouraged to attach additional pages and pictures; however, pictures and report materials will not be returned.

The forms are enclosed in this mailing. If you have questions, feel free to call me at 715-668-5661. I appreciate your cooperation on this matter. Let's have 100% reporting this year!

Department President, Joan Chwala

**American Legion Auxiliary**  
**ANNUAL IMPACT REPORT**  
**~ ALA by the Numbers 2011- 2012**  
*(previously known as the ALA Consolidated Report)*

**MEMBER Year-End Report**

***(Members submit completed report to Unit President by MARCH 1, 2012)***

I am a member of Unit # \_\_\_\_\_, Unit Name \_\_\_\_\_, Dept of Wisconsin

Member's Name: \_\_\_\_\_

Here is what I did in the twelve months from \_\_\_\_/\_\_\_\_/2011 to \_\_\_\_/\_\_\_\_/2012:

- 1. My service for veterans**    *(Examples include hours volunteering at the VA, helping wounded warriors and elderly veterans at home, providing transportation, distributing poppies, recording veteran histories, raising money for the Veterans Creative Arts Festival, helping National Guard Family Support Groups, supporting their needs lists; supporting adopt-a-military family projects; fundraising events at your unit or post, assisting with Ride2Recovery, training, planning and assisting with veterans job fairs, etc.)*

Hours I volunteered: \_\_\_\_\_

Dollars I personally spent: \$ \_\_\_\_\_

Value of in-kind donations I requested and received: \$ \_\_\_\_\_

Number of Veterans I assisted: \_\_\_\_\_

Number of *Veterans in the Classroom* presentations I facilitated: \_\_\_\_\_

Number of new Home Service Volunteers I recruited: \_\_\_\_\_

Number of new Field Service Volunteers I recruited: \_\_\_\_\_

- 2. My service for active duty military**    *(Examples include shopping for and preparing care packages, writing letters, contacting legislators, helping with US military or National Guard send-off and welcome home events, etc.)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of Service members served: \_\_\_\_\_

- 3. My service for military families**    *(Examples include organizing and delivering hero packs, helping with service projects, providing child care, promoting ALA KIDDS – Kids in Danger of Depression or Suicide – or mental health awareness day, tutoring at school, distributing blue star banners, et al)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of military families served: \_\_\_\_\_

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**UNIT Year-End Report**

***(Unit Presidents submit completed report to District President by MARCH 15, 2012)***

Unit # \_\_\_\_\_, Unit Name \_\_\_\_\_, Dept of Wisconsin

Unit President \_\_\_\_\_

Your Name (if other than president) \_\_\_\_\_

Your Email: \_\_\_\_\_

Here is what our unit did in the 12 months from \_\_\_\_/\_\_\_\_/2011 to \_\_\_\_/\_\_\_\_/2012:

- 1. Our service for veterans** *(Examples include hours volunteering at the VA, helping wounded warriors and elderly veterans at home, providing transportation, distributing poppies, recording veteran histories, raising money for the Veterans Creative Arts Festival, fundraising events at your unit or post, assisting with Ride2Recovery, training, planning and assisting with veterans job fairs, etc.)*

Hours volunteered (by members reporting): \_\_\_\_\_

Dollars we spent: \$ \_\_\_\_\_

Value of in kind donations requested and received: \$ \_\_\_\_\_

Number of veterans assisted: \_\_\_\_\_

Number of *Veterans in the Classroom* presentations facilitated: \_\_\_\_\_

Number of new Home Service Volunteers recruited: \_\_\_\_\_

Number of new Field Service Volunteers recruited: \_\_\_\_\_

Number of poppies purchased for distribution: \_\_\_\_\_

Dollars raised from the poppies distributed: \$ \_\_\_\_\_

- 2. Our service for active duty military** *(Examples include shopping for and preparing care packages, writing letters, contacting legislators, helping with US military or National Guard send-off and welcome home events, et al)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of US service members served: \_\_\_\_\_

- 3. Our service for military families** *(Examples include organizing and delivering hero packs, helping with service projects, promoting ALA KIDDS – Kids in Danger of Depression or Suicide – or mental health awareness day, providing child care, tutoring at school, distributing blue star banners, et al)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of military families served: \_\_\_\_\_

- 4. Scholarships our Unit presented:**

Number of scholarships presented/awarded \_\_\_\_\_

Dollar amount of local scholarships \$ \_\_\_\_\_

Dollar amount donated to Department scholarships \$ \_\_\_\_\_

# American Legion Auxiliary PROGRAM REPORT

## UNIT YEAR-END NARRATIVE REPORT

*Unit Presidents submit one report for each program in which your Unit has been active.  
(Make additional copies of report form as necessary.)*

*Submit reports by mail or email to  
Department President Joan Chwala by MARCH 15, 2012*

*Joan Chwala  
W13567 CTH M  
Gilman, WI 54433  
Email: ctr68552@centurytel.net*

Program or "Pod": \_\_\_\_\_

Unit Name: \_\_\_\_\_ Unit Number: \_\_\_\_\_ District Number: \_\_\_\_\_

Person Reporting: \_\_\_\_\_

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

This report is separate from the "**ALA Impact Report Form**" and is optional for Units. If you choose to submit a written report, use this narrative form to report your program activity, stories and pictures showing activities that serve the ALA mission. Submit one narrative report for each program or program grouping (aka "**Pods**") to Department President Joan Chwala. If preparing a "**Pod Report**" there is no need for separate program reports. For "Pod Reports", include the "Pod" name.

Please retain a copy of everything you submit for your own records.

**Narrative:** (Attach/include as many additional pages and pictures as you wish. Pictures and report materials will not be returned.)

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**DISTRICT Year-End Report**

***(District Presidents submit completed report to President Joan Chwala by MAY 1, 2012)***

District # \_\_\_\_\_ Department of Wisconsin

Number Units \_\_\_\_\_ Number Units Reporting \_\_\_\_\_

District President \_\_\_\_\_

Here is what our district did in the 12 months from \_\_\_\_\_ / \_\_\_\_\_ /2011 to \_\_\_\_\_ / \_\_\_\_\_ /2012:

- 1. Our service for veterans** *(Examples include hours volunteering at the VA, helping wounded warriors and elderly veterans at home, providing transportation, distributing poppies, recording veteran histories, raising money for the Veterans Creative Arts Festival, fundraising events at your unit or post, assisting with Ride2Recovery, training, planning and assisting with veterans job fairs, et al)*

Hours volunteered: \_\_\_\_\_

Dollars we spent: \$ \_\_\_\_\_

Value of in kind donations requested and received: \$ \_\_\_\_\_

Number of veterans assisted: \_\_\_\_\_

Number of *Veterans in the Classroom* presentations facilitated: \_\_\_\_\_

Number of new Home Service Volunteers recruited: \_\_\_\_\_

Number of new Field Service Volunteers recruited: \_\_\_\_\_

Number of poppies units purchased for distribution: \_\_\_\_\_

Dollars units raised from the poppies distributed: \$ \_\_\_\_\_

- 2. Our service for active duty military** *(Examples include shopping for and preparing care packages, writing letters, contacting legislators, helping with US military or National Guard send-off and welcome home events, et al)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of US service members served: \_\_\_\_\_

- 3. Our service for military families** *(Examples include organizing and delivering hero packs, helping with service projects, promoting ALA KIDDS – Kids in Danger of Depression or Suicide – or mental health awareness day, providing child care, tutoring at school, distributing blue star banners, et al)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of military families served: \_\_\_\_\_

- 4. Scholarships our District/County presented:**

Number of scholarships presented/awarded \_\_\_\_\_

Dollar amount of local scholarships \$ \_\_\_\_\_

Dollar amount donated to Department scholarships \$ \_\_\_\_\_