



## **2011-2012 Plan of Action for: Auxiliary Emergency Fund**

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**POD:** Membership Development

**Purpose:** To promote awareness and knowledge of the program, raising funds and information about its application process.

### **Department Level Objectives**

**1. Objective:** Familiarize each Unit and District with the purpose of the Auxiliary Emergency Fund (AEF) and where to locate the most current application and tools.

#### **Action Steps:**

- a. Educate each Unit and District on the Auxiliary Emergency Fund roles and processes. (Ex. Unit mailings, Paper Fair & The Wisconsin)
- b. Utilize the website for resources. [www.amlegionauxwi.org](http://www.amlegionauxwi.org) and [www.alaforveterans.org](http://www.alaforveterans.org)

**2. Objective:** Each Unit to increase their AEF donations by April 30, 2012 to at 10% more than the previous years donations.

#### **Action Steps:**

- a. Promote libraries of love have a book sale.
- b. Have bake sales, donate money for your years of membership, have a raffle, have a donation jar, etc. The list is endless of ways we can raise money.
- c. Share fundraising ideas & stories with Units

### **Programs and Activities**

1. The AEF brochure is available through Departments and available online at [www.alaforveterans.org](http://www.alaforveterans.org).

2. One of the most common delays in processing the applications is forms that are not completed to the fullest extent possible. Please use the current form and follow directions to ensure evaluation and processing is completed in a timely fashion. Visit [www.legion-aux.org](http://www.legion-aux.org).

3. AEF Donation Pin Order Forms are available at [www.legion-aux.org](http://www.legion-aux.org), by contacting National Headquarters at (317) 569-4500 or emailing your request to [aef@legion-aux.org](mailto:aef@legion-aux.org). Forms are to order pins for individuals who donate \$50 or more.

4. Tips for Successfully Promoting AEF and an AEF Fact Sheet are available by contacting National Headquarters at (317) 569-4500 or emailing your request to [aef@legion-aux.org](mailto:aef@legion-aux.org) or the National Chairman.
5. Memorize the following core rules that apply to the Auxiliary Emergency Fund:
  - a. Temporary assistance to eligible members during a time of financial crisis when no other source of aid is readily available to pay for shelter, food and utilities.
  - b. Temporary assistance for food and shelter to eligible members related to weather-related emergencies and natural disasters.
  - c. Temporary assistance for educational training for eligible members who lack the necessary skills for employment or to upgrade competitive workforce skills.
  - d. Assistance will not be granted to pay accumulated debts. The intent is to help members who have suffered a financial setback and is meant to be a bridge offering a helping hand until financial stability is reestablished. Incomplete applications and missing documentation will significantly slow processing the case file.
  - e. Eligibility: Persons who have been members of the American Legion Auxiliary for at least the immediate past two consecutive years AND whose current membership dues are paid at the time the emergency occurs (three consecutive years' dues) may apply for assistance.
  - f. Assistance Provided: The maximum grant amount is \$2,400, disbursed as the Auxiliary Emergency Fund Grant Committee determines.

### **AEF Awards**

1. Citation and Lapel Pin Recognition: Presented to any individual contributor donating \$50 or more. The citation form is available at [www.alaforveterans.org](http://www.alaforveterans.org)  
Citations may be printed by the Unit or Department
4. Citation and Recognition at Department Convention: Unit contributing the largest amount to the Auxiliary Emergency Fund.

### Resources

1. [www.amlegionauxwi.org](http://www.amlegionauxwi.org)
2. [www.alaforveterans.org](http://www.alaforveterans.org)
3. [www.operationhomefront.net](http://www.operationhomefront.net)
4. [www.legion.org](http://www.legion.org)
5. [www.211.org](http://www.211.org)
6. [www.fema.gov](http://www.fema.gov)
7. [www.redcross.org](http://www.redcross.org)
8. [www.fns.usda.gov/snap/](http://www.fns.usda.gov/snap/)
9. [www.liheap.ncat.org](http://www.liheap.ncat.org)