

**Program Action Plan
2018-2019
Auxiliary Emergency Fund
Chairman: Barbara Parkhurst**

The Auxiliary Emergency Fund (AEF) provides temporary financial assistance to eligible members during times of financial crisis or weather-related emergencies and natural disasters and promotes awareness and knowledge of the program.

AEF and the 2014-2019 ALA Centennial Strategic Plan: By providing temporary financial assistance to members in need, the AEF increases brand loyalty (Goal 5) and helps us retain members (Goal 1).

1. What Can You Do?

Member: Distribute the “Before you Begin – Frequently Asked Questions” sheet and AEF brochure found at www.alaforveterans.org to help promote as a benefit to new members.

Unit: Have printed applications and brochures available during unit meetings.

2. Support AEF fundraisers.

Member: Make a personal donation to the AEF. Donations of \$50 or more will receive a pin requested by your department from National Headquarters.

Unit: Put an AEF donation can in your local post. A can label can be downloaded at www.alaforveterans.org.

Programs and Activities:

1. AEF frequently asked questions and additional AEF information are available on the AEF page at www.alaforveterans.org.
2. The following core rules apply to the Auxiliary Emergency Fund:
 - a. A time of financial crisis when no other source of aid is available to pay for shelter, food and utilities.
 - b. Weather-related emergencies and natural disasters, for food and shelter.
 - c. 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 or medical expenses.
 - 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 (3 consecutive years’ dues) may apply for assistance.
 - f. The maximum grant amount is \$2,400.00, disbursed as determined by the Auxiliary Emergency Fund Grant Committee.

Additional Resource:

The AEF Committee Facebook group, search “Aux Emergency Fund”

AEF Reporting:

Mid-Year Reports:

Unit Mid-Year Report is due to your District Chairman by **December 1, 2018**.

District Mid-Year Report is due to the Department Chairman by **December 15, 2018**.

Annual Reports:

Unit Annual Report is due to your District Chairman by **April 15, 2019**.

District Annual Report is due to the Department Chairman by **April 27, 2019**.

AEF Awards:

National: Must include National Report and Awards Cover Sheet.

Member Award: Citation and Lapel Pin presented to an Individual Contributor donating \$50 or more.

Unit Award: Citation Plaque presented to the Unit contributing the largest amount (per capita).

Department: Ruth Rairdon Award – Plaque to be presented each year

Unit Award: To the Unit which makes the largest monetary contribution per Senior member at close of book to the American Legion Auxiliary Emergency Fund on a percentage basis according to its paid membership. In case of a tie, the contribution reaching Department Headquarters first.