

**American Legion Auxiliary
Community Service
Programs Action Plan
2021-2022**

Community Service has been a major outreach program of the American Legion Auxiliary since 1926. The Community Service program promotes the American Legion Auxiliary's visibility within our localities through our commitment to community, state and nation.

What can you do as a Member?

Be visible within your community as a link to the veteran community. Get involved in service programs bringing awareness of our mission to support veterans, service members, and their families and the community.

Get involved with your neighbors or people in your community by volunteering at your library, food pantry, Senior Citizens Centers, Nursing Homes. Get involved in community service projects to bring awareness of our mission to support veterans, service members, and their families and the community. Volunteer time at the local domestic violence shelter. Represent the Auxiliary as a member of local community boards and committees. Volunteer with the local Meals on Wheels to deliver meals on days when they are typically closed like Thanksgiving and Christmas.

What you can do as a Unit?

Represent the American Legion Auxiliary at special events and celebrations in your communities. Wear your Auxiliary shirts, pins with your name and emblem on them, at the events you attend. It reinforces our brand and tells them Who We Are, What We Do, and Why We Matter.

Volunteer to organize or assist with your community's Veteran's Day observance. Organize and participate in service projects for veterans, service members, their families, and local community programs on ALA suggested days of service. Register service projects on websites, community forums and social media to attract other community members to participate in your service projects.

Volunteer for local service projects and causes (walks, special events, etc.). Work with your post home to offer space and their participation in local service projects and causes. Sponsor and participate in activities at local libraries, senior citizens centers, assisted living centers, nursing homes, service projects and causes (walks, special events, etc.).

Attend and represent the auxiliary at special celebrations events in the community such as a holiday or fair parade, grand openings of community facilities and community leader recognition ceremonies. Assemble and distribute goody bags to your community workers such as your Firefighters, Emergency Medical Technicians, Police Officers, etc.

Use the ALA Service Not Self Volunteer Toolbox to be a better volunteer and offer great service projects.

Work on Community Service Projects as a Legion Family and ask other organizations from your community to assist with you on a project. Start a Pantry project or a Little Free Library Box. Involve your Juniors in projects planting flowers, helping out in community activities, going to nursing homes singing, and playing games and reading books to the residents.

What we can do as Department?

Assist units and members with specific idea plans outlined above. Encourage members of your department to be leaders in their communities by including photos and stories from unit events.

Community Service Reporting

Good News, Good News, there is no mid-year reports, just annual reports this year.

Annual Reports

Annual Reports reflect the program work of the units in the department, and may result in a national award for participants if award requirements are met.

Each Unit Chairman shall submit a narrative report along with your annual report form to your District Chairman by April 15, 2022.

Each District Chairman shall submit a narrative report along with your annual report form no later than April 27, 2022.

Please answer all the questions on your Annual Report Form and include any newspaper articles and pictures with your report that you have along with your narrative.

As part of your narrative report, please include answers to the following questions:

National Awards:

Taking time to share a favorite story about the positive impact you or someone you came in contact with had on our mission is worth it all, it helps us tell the world Who we Are, What We Do, and Why we Matter. Just three simple steps to follow to do your part for our Department Story:

1. Please follow instructions as you fill out the National Report and Awards Cover Sheet. You must have the Cover Sheet.
2. Provide details/examples about your activity as outlined in the awards materials and guidelines section.
3. Submit as directed.

National Report and Awards Cover Sheet, deadlines, and Community Service committee contact information may be found on the Community Service Committee page on the National website, www.ALAforVeterans.org.

Unit Award: Most Outstanding Unit Community Service Program

Type of Award: Citation Plaque

Presented to: One Unit in each division (5 overall awards)

Materials and Guidelines: Include Pictures and Newspaper Articles

Department Awards:

Carolyn Cunningham Monetary Award to the Unit with the best year-round Community Service program. (As determined by the Chairman) Submit any pictures or newspaper articles.

Jennie Maune Monetary Award to the District with the best 300–500-word narrative about their Community Service Special Project.

Personal Award:

To the unit reporting the best Community Service Project involving the American Legion family working together. Submit pictures and Newspaper Articles.

Department and Person Award will be presented at Department Convention - July 2022.

Additional Resources You Can Use:

1. National Community Service Committee page on National Website www.ALAforveterans.org
 - ALA Service Not Self Volunteer Toolbox
 - How to Partner with Organizations for Community Outreach
 - How to Mobilize Community Support for Those Who Serve
 - How to Serve on National Days of Service
2. ALA Suggested Days of Service:
 - 9-11 National Day of Service and Remembrance (observed annually on 9-11)
 - Make a Difference Day (observed 4th Saturday of October)
 - Veterans Day (observed annually on Nov. 11)
 - Martin Luther King Jr. Day of Service (observed 3rd Monday of January)
 - National Volunteer Week (usually 3rd week of April)
3. Your National Community Service committee members (see Community Service Program page on the National website or Annual Supplement for contact information)
4. The National Community Service Committee Facebook group, search ALA Community Service

Jennifer Pickering, Chairman

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

Please note, your report will also be viewed as an award entry if this cover sheet is attached.
Complete the following if you are applying for a member award.

Unit #: _____ Full official unit name: _____

Name of state where you are a member: _____

Member's Full Name: _____ ALA member ID#: _____

Nominating Member (if different from above): _____

Nominator's Phone number: (____) _____

Nominator's Email address: _____

National committee sponsoring award: _____

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: _____

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: _____

Name of department chairman: _____

Chairman's phone number: (____) _____ ALA member ID#: _____

Chairman's email address: _____

Please see instructions on previous page about where to send this form.

