



# ALA FLORIDA GIRLS STATE is “ALL IN”

**For our Veterans, Military Families, Community and our Children**

American Legion Auxiliary  
Department of Florida  
**Girls State Program Action Plan  
2018-2019 Session**

**Wednesday June 5, 2019 - Thursday June 13, 2019**

**PURPOSE:** To provide a unique and coveted educational opportunity for young women to receive citizenship training through a weeklong hands-on program involving a mock city, county and state government.

**QUALIFICATIONS:** for ALA Girls State:

Applicants should have a strong interest in the study of government. Leadership, trust, honesty and good academic standings are important and desired. Applicants must be in their junior year of high school and returning to their high school for their senior year. They must be a resident of the state of Florida and be willing to take an oath of office on the bible (or the book of their faith) and salute the American flag.

**FINANCIAL Information:** ALA Girls State Unit Registration

Completed registration forms for the 2019 session of the Florida Girls State Program are due to the American Legion Auxiliary Department of Florida no later than December 31, 2018.

The non-refundable registration fee is 400.00 per delegate. Should your delegate be unable to attend, an alternate will be sent in their place. Please note: Unit Quota amounts and fees cannot be included with the regular registration fees.

**DO NOT SELECT A DELEGATE UNTIL YOU RECEIVE A NUMBERED APPLICATION FOR ONLINE REGISTRATION FROM DEPARTMENT HEADQUARTERS.**

ALA Girls State Over-Quota Unit Registration

All quotas (rehabilitation, education, Girls State, and sock) must be paid to Department of Florida by February 1, 2019. The over-quota registration fee is \$400.00. Please note: Unit obligations must be paid and unit must be at charter strength (10 paid senior members) to register for Girls State.

Only units who have reached the 100% goal in membership by January 31, 2019 are entitled to apply for Over-Quota delegates. Quota amounts and fees cannot be included with regular registration fees.

**DO NOT SELECT A DELEGATE UNTIL YOU RECEIVE A NUMBERED APPLICATION FOR ONLINE REGISTRATION FROM DEPARTMENT HEADQUARTERS.**

**\*\*\*Include the following expenses in your Unit Budget\*\*\***

1. Registration fee for 2019 is \$400.00 per delegate (this fee includes two (2) polo shirts per delegate).
2. Transportation expenses are to be determined by the District Chairman.
3. Any spending money for the delegates to be determined by the Unit.

**SPECIAL FOCUS FOR ALA UNIT GIRLS STATE CHARIMAN:**

Recruiting:

1. Inform the school district and local schools about the ALA Girls State program including the benefits of the program and eligibility requirements. Distribute information and applications to schools. Check the Department Girls State website for resources.
2. Enlist the help of the former Girls State citizens to recruit the candidates from their high schools.
3. Reach out to schools that have no active units in their communities. Include Magnet schools, private schools and home-schooled students.

Recognition:

1. Schedule a time for the 2019 ALA Girls State citizens to visit the Unit to report on their experiences. Invite those who helped finance your program, school officials who recommended candidates to attend and community leaders.
2. Contact your local media to report about the ALA Girls State citizens' experiences.

**IMPORTANT DATES**

**First week in November 2018** Registration paperwork mailed to Units.

**12/31/18** Completed registration forms and registration fee (\$400.00 per delegate) **MUST** be received at Florida Department Headquarters. Check made out to ALA Dept. of Florida

**01/31/18** Deadline to qualify for over-quota delegate **MUST** be received in Department by deadline date.

**03/12/19** Delegates and alternates on-line registration **MUST** be completed at Department Headquarters.

**4/30/19** All Orientations **MUST** be completed.

**5/1/19** District Orientation sign in sheets **MUST** be in at Department.

**30 days prior to Convention** - Award narratives are due to Department Chairman.

**\*\*\*Do not interview and/or select delegates until you have received online Application cards in your possession\*\*\***

### **ALA Girls State Application Process:**

Units will mail the \$400.00 application fee for each delegate to Department. Unit will receive an instruction card for EACH delegate to complete the online application. The card will include the website address; a unique user name and password for each approved delegate and alternate selectee for the Unit. Once the online application is completed an email will be received by the Unit so they are aware that the application has been completed. There will be **NO** paper applications.

**Delegates and Alternates Registration:** Once again this year the process for the delegates and alternates to register is being done on the new website. The paperwork that the delegates and alternates normally would bring with them to Girls State now will be uploaded to the website when they register. This will save time when loading onto the bus and checking in when they arrive in Tallahassee. The deadline for registration will be **March 12, 2019**. As the delegates and alternates register and complete the entire process, Department will let the unit know

**4/31/19 Orientation completed** - All delegates & alternates are required to attend a mandatory Orientation in their District or another scheduled Orientation. Parents and/or guardian **must** attend an Orientation for the girls to attend Girls State. (Check Orientation schedule for locations.) Call all delegates to confirm attendance and review travel arrangements. Confirm continued availability of all alternates. If a Delegate fails to attend the Orientation, that delegate will be removed from the program and an alternate who has attended the Orientation will be sent in her place.

**The 73<sup>rd</sup> session of the ALA Department of Florida Girls State is June 5<sup>th</sup> to June 13<sup>th</sup> 2019.**

**Staff Dates:** The Staff arrives 3 days prior to the delegates.

**Delegates** arrive June 5<sup>th</sup> between 1:00 pm-3:00 pm.

### **REPORTING**

**Unit Chairman Mid-Year Report:** Please submit a narrative to District Chairman due by **December 1, 2018**.

**District Chairman Mid-Year Report:** narrative to Department Chairman due by **December 15, 2018**

**Unit Chairman Year-End Report:** Must be completed and submitted to District Chairman due by **April 01, 2019**

**District Chairman:** Complete your District Year-End Report and mail to Department Chairman by **April 15, 2019**.

### **GIRLS STATE AWARD**

**Amelia M Reese Award:** A narrative is required by the Unit who's Girls State Citizen(s) participates in the Unit's overall programming upon returning from Girls State. All entries must be typed, using double-space. **See the ALA Department of Florida Unit Guide for complete rules.**

Narrative on the above activities must be double spaced. The Cover sheet must include Unit Number, Unit name, and Girls State chairman. All entries must be sent to Department Chairman 30 days prior to Convention.

**ALA Unit Girls State Scholarship:**

ALA Department of Florida Unit Girls State Scholarship Opportunity – The Cindy Burroughs Girls State Scholarship was established in 2009 in Memory of Cindy Burroughs to allow a Unit without the financial means necessary to apply to send girls to the ALA Florida Girls State Session.

**2019 ALA GIRLS STATE CHARIMAN additional resources:**

Please see the American Legion Auxiliary, Department of Florida website [www.alafl.org](http://www.alafl.org) under Girls State to access additional information about the Girls State Department Chairman Program. Also see the Unit Guide, the ALA National 2108-2019 Supplement to the Program Action Plan and the ALA National Girls State Program Operations Guide

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