



ALA FLORIDA GIRLS STATE is “Future Florida Women Strong”

American Legion Auxiliary Department of Florida

ALA Girls State Program Action Plan

2019-2020 Session

Wednesday June 10<sup>th</sup>, 2020-Thursdays, June 18<sup>th</sup>, 2020

### **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 2020 session of the Florida ALA Girls State Program are due to the American Legion Auxiliary Department of Florida no later than **December 15<sup>th</sup>, 2019**. 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 INTERVIEW OR 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 **January 31<sup>st</sup>, 2020**. 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 ALA Girls State. Only Units who have reached the 100% goal in membership by January 31, 2020 are entitled to apply for Over-Quota Delegates. However, exception requests may be reviewed and accepted. **Quota amounts and fees cannot be included with regular registration fees.**

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

1. Registration fee for 2020 is \$400.00 per Delegate (this fee includes two (2) polo shirts per delegate).
2. Transportation expenses are to be determined by the District ALA Girls State Chairman.
3. Any spending money for the Delegates to be determined by the Unit.



## **SPECIAL FOCUS FOR ALA UNIT GIRLS STATE CHAIRMAN:**

### **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 ALA Girls State website for resources.
2. Enlist the help of the former ALA 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.
4. If there are other units in your area, please check to see which schools they recruit from, so that you are not recruiting from the same schools.

### **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 2019 Registration paperwork mailed to Units.**

**12/15/2019** 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

**01/31/2020** Deadline to qualify for Over-Quota Delegate **MUST** be received in Department by deadline date.

**03/15/2020** Delegates and Alternates On-Line Registration **MUST** be completed, and receipt confirmation sent from Department Headquarters. **PRINT CONFIRMATION FOR BUS PASS AND DORM ADMITTANCE.**

**05/03/2020** All Orientations **MUST** be completed.

**\*\*\*\*District Orientation sign in sheets **MUST** be turned in to Department 7 days after Orientation\*\*\*\***

### **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 username and password for each approved delegate and alternate selectee for the Unit. **Unit is to**



**send Delegate and Alternate name and contact information to Department Secretary upon selection.**

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 **Sunday, March 15, 2020**. As the delegates and alternates register and complete the entire process, Department will let the Unit know.

**Sunday, May 3<sup>rd</sup>, 2020** Orientations 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 on Department Website.) 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 74th session of the ALA Department of Florida Girls State is June 10th to June 18th, 2019. **Staff Dates:** The Staff arrives 3 days prior to the delegates. Delegates arrive June 10th between 1:00 pm-3:00 pm.



## REPORTING

**Unit Chairman Mid-Year Report:** Please submit Report Form to District Chairman by **December 1, 2019**. (Success stories and pictures are encouraged.)  
**Remember this is about the 2019 Girls State Session.**

**District Chairman Mid-Year Report:** Please submit Report Form to District Chairman by **December 15, 2019**. (Success stories and pictures are encouraged.)  
**Remember this is about the 2019 Girls State Session.**

Unit Chairman Year-End Report: Please submit Report Form to District Chairman by **April 1, 2020**. This to include Mid-Year Report, also preparations for the **2020** Girls State Session (Success stories and pictures are encouraged.)

District Chairman: Please submit Report Questionnaire to District Chairman by **April 15, 2020**. This to include Mid-Year Report, also preparations for the **2020** Girls State Session. (Success stories and pictures are encouraged.)

## GIRLS STATE AWARD

### **Theresa Mathew Briggs Award:**

A narrative is required by the Unit whose Girls State Citizen(s) participate 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. Please refer to the Unit Guide for details .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. Application is available on Department Website.

### **2019 ALA GIRLS STATE CHAIRMAN 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 2109-2020 Supplement to the Program Action Plan and the ALA National Girls State Program Operations Guide.

**Charlotte Bass**

**ALA Department of Florida Girls State Chairman**

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