



## **American Legion Auxiliary Department of Florida Auxiliary Emergency Fund Action Plan 2021 - 2022**

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

Although the Auxiliary Emergency Fund is an extremely important Program, we often forget about it until an emergency occurs and we desperately need it.

Temporary assistance is available:

- During a time of financial crisis when no other source of financial aid is readily available to pay for shelter, food, and / or utilities.
- For food and shelter due to weather-related emergencies and natural disasters
- For educational training for those who lack skills necessary for employment or to upgrade competitive workforce skills.

The maximum amount granted by the Department of Florida for each AEF case is \$1,200 and the maximum amount granted by National is \$2,400.

All applications can be found at the Florida Department website: <https://alaf1.org/programs/emergency-fund/>. In addition, you can also find National applications at <https://www.legion-aux.org/ae1>. Please make sure these applications are fully completed and signed by the Unit Investigator, Unit President, and Unit Secretary and send the application to the appropriate office (i.e.: Department or National).

The National application must be received at National Headquarters within 3 months of the disaster date. Please follow the directions as posted.

There are multiple ways to raise money for your Unit's Auxiliary Emergency Funds. Some suggestions are as follows:

- Have a water bottle coin collection
- Have a cake walk
- Donate money for each year of membership
- Hold a 50 /50 at each meeting
- Put AEF cans around your Post canteen
- Purchase AEF pins from Department to sell to Unit members
- Hold a raffle for a "high priced" item
- At Holiday time, offer a gift-wrapping service for a donation
- Have a bake sale

### **AEF Reporting**

Your required year end reporting forms can be found at <https://alaf1.org/programs/emergency-fund/>, however please also

submit a narrative of all the wonderful work you have done as well. In your narrative, you can tell share a favorite story about the positive impact you or somebody you know has had on our Program, relay a terrific fundraiser you have held to increase funds, or any terrific work that has been accomplished for AEF.

Although there is no Mid-year reporting, please make sure to send in, throughout the year, your "AHA" moments!

Please make sure to fill in all reports and send in no later than the due dates as listed below:

Units due to District	April 1, 2022
District due to Department	April 15, 2022

### **Awards**

#### **DEPARTMENT**

- Department Chairman certificates will be given for the most money raised by a Unit, per grouping.
- A Department Chairman award will be given for the best narrative received from a Unit member.

#### **NATIONAL (deadline is June 1, 2022)**

Please share your favorite story about the positive impact you or somebody you know has on our mission!

- An award will be given to the Department contributing the largest amount (per capita).
- An award will be given to the Department with the largest contribution.
- An award will be given to the Unit contributing the largest amount (per capita).