



**American Legion Auxiliary  
Department of Florida  
Community Service  
2018-2019**

This program promotes the American Legion Auxiliary's visibility within our localities through our commitment to community, state and nation.

By being visible in our communities, this program demonstrates WHO we are, WHAT we do, and WHY we matter. ALA members serve as brand advocates through involvement in community activities.

## Ideas for Member Participation

- **BRANDING!!!!** Always wear your American Legion Auxiliary apparel or pin while out (shopping, etc.) in the community; it reinforces our brand promise by telling people who we are, what we do, and why we matter.

*Note: If you are ordering anything with the ALA name or emblem from a source OTHER than Emblem Sales, remember that a request first must be submitted through your department headquarters to National Headquarters for approval by the national secretary.*

- Reach out to local ministers and police/fire/medical professionals to indicate your willingness to be a designated responder for veteran families in need. Be sure to keep a list of veteran resources handy so you will be ready.
- Get involved with your neighbors and those outside our Legion family by volunteering at your local library, food pantry, domestic violence shelters, senior citizen centers, assisted living centers, nursing homes.
- Represent the Auxiliary as a member of local community boards and committees.
- Volunteer with your local Meals on Wheels to deliver meals on holidays (i.e. Christmas and Thanksgiving).

## Ideas for Unit Participation

- Volunteer to assist with your community's Veterans Day observance.
- Organize and participate in service projects for veterans, servicemembers, 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 members to participate in your service projects.
- Volunteer for local service projects (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 citizen centers, assisted living centers, nursing homes, service projects and causes.
- Attend and represent the Auxiliary (remember---Branding) at special celebration events in the community such as holiday parades, grand openings of facilities and leader recognition ceremonies.

## Community Service Reporting

Reporting helps us tell the world WHO we are, WHAT we do and WHY we matter.

There are simple steps to be “All In” and add your part to our Department’s success story:

1. Please follow instructions as you fill out the National Report and Awards Cover Sheet found on our Department Program pages.
2. Provide details about the activity as outlined in the award’s guidelines.

**Mid-Year Reports** Mid-Year reports reflect the program work of units and are intended as an opportunity for mid-year activities.

Each **Unit** Community Service chairman is required to submit a narrative report to the District Community Service chairman by **December 1, 2018**

Each **District** Community Service chairman is required to submit a narrative report to the Department Community Service Chairman by **December 15, 2018**.

**Year-End Reports** Annual reports reflect the program work of units and may result in a national award for participants if award requirements are met.

Each **Unit** Community Service chairman is required to submit a narrative report to the District Community Service chairman by **April 1, 2019**.

Each **District** Community Service chairman is required to submit a narrative report to the Department Community Service Chairman by **April 15, 2019**.

# Awards

## National:

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.ALforVeterans.org](http://www.ALforVeterans.org).

### Unit Award – Most Outstanding Unit Community Service Program

Due by email or post to the District Chairman on April 1, 2019.

Due by email or post to the Department Chairman on April 15, 2019

Send to national division chairman postmarked or emailed by 5PM on the deadline listed above.

## Department:

### Jan Croft Hometown Award

To be awarded to the Unit reporting multiple projects within the community.

- 1) Fly Page
  - Name of Trophy
  - Unit's Full Name and number
  - Location (City and State)
  - Population of town or city

Entry to be in narrative form; double spaced, 8 ½ X 11 paper, not to exceed 1500 words, bound in a folder.

List all activities, hours spent, number of members participated, total value of projects.

Newspaper clippings, pictures, posters and flyers may be included at the end of report.

Entries must be signed at the end of the narrative by the Unit President and Community Service Chairman.

**Entry to be received by the Department Chairman no later than May 28, 2019, thirty (30) days prior Convention.**

Denice Grinis, Community Service Chair  
1248 SW 1<sup>st</sup> Ave  
Pompano Beach, FL 33060-8708  
754-264-4388  
[communityservice@alaf1.org](mailto:communityservice@alaf1.org)

Committee Members: Daphne Taylor-Rockett  
Sue Connell-Brown

American Legion Auxiliary  
Department of Florida

2018-2019

**Unit Mid-Year Report**

*Due to your District Community Service Chairman by December 1, 2018*

What was the number of volunteers completing Community Service activities and/or projects? \_\_\_\_\_

What was the number of volunteer hours completed by members and non-members for Community Service activities and/or projects? \_\_\_\_\_

How much money was spent on Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Value of in-kind donations received for Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Did members volunteer for or organize service projects for any of the ALA suggested National Days of Service? \_\_\_\_\_

If so, which days were most successful for offering service projects and did you face any challenges? \_\_\_\_\_

What types of Community Service activities and/or projects were done in your Unit? \_\_\_\_\_

\_\_\_\_\_

Please add another sheet of paper if needed.

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2018-2019

**Unit Year-End Report**

*Due to your District Community Service Chairman by April 1, 2019*

What was the number of volunteers completing Community Service activities and/or projects? \_\_\_\_\_

What was the number of volunteer hours completed by members for Community Service activities and/or projects? \_\_\_\_\_

How much money was spent on Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Value of in-kind donations received for Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Did members volunteer for or organize service projects for any of the ALA suggested National Days of Service? \_\_\_\_\_

If so, which days were most successful for offering service projects and did you face any challenges? \_\_\_\_\_

What types of Community Service activities and/or projects were done in your Unit? \_\_\_\_\_

\_\_\_\_\_

Please add another sheet of paper if needed.

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Department of Florida

2018-2019

**District Mid-Year Report**

*Due to your Department Community Service Chairman by December 15,  
2018*

What was the number of volunteers completing Community Service activities and/or projects? \_\_\_\_\_

What was the number of volunteer hours completed by members for Community Service activities and/or projects? \_\_\_\_\_

How much money was spent on Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Value of in-kind donations received for Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Did members volunteer for or organize service projects for any of the ALA suggested National Days of Service? \_\_\_\_\_

If so, which days were most successful for offering service projects and did you face any challenges? \_\_\_\_\_

What types of Community Service activities and/or projects were done in your Unit? \_\_\_\_\_

\_\_\_\_\_

Please add another sheet of paper if needed.



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**District Year-End Report**

*Due to your District Community Service Chairman by April 15, 2019*

What was the number of volunteers completing Community Service activities and/or projects? \_\_\_\_\_

What was the number of volunteer hours completed by members for Community Service activities and/or projects? \_\_\_\_\_

How much money was spent on Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Value of in-kind donations received for Community Service activities and/or projects during the administrative year? \_\_\_\_\_

Did members volunteer for or organize service projects for any of the ALA suggested National Days of Service? \_\_\_\_\_

If so, which days were most successful for offering service projects and did you face any challenges? \_\_\_\_\_

What types of Community Service activities and/or projects were done in your Unit? \_\_\_\_\_

\_\_\_\_\_

Please add another sheet of paper if needed.

## Resources:

See your national Community Service Committee page of the national website:

- 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

ALA National Days of Service – Martin Luther King, Jr Day of Remembrance, Memorial Day, 9/11 Day of Remembrance, Veteran’s Day

Your national Community Service Committee Facebook group, search “ALA Community Service”