

UNIT PUBLIC RELATIONS REPORT FORM 2024 - 2025

Reporting Date April 1, 2025

UNIT NAME _____

Unit Number/District _____

Name of Person Reporting _____

Address _____

E-Mail _____ Home# _____ Cell# _____

Provide the name of your Facebook page: _____

List other social media pages:

PRESS/MEDIA INFORMATION

Total Minutes of Broadcasting (Radio/TV) Time _____

Does your unit post regularly on: Facebook _____ Instagram _____ Twitter _____ TikTok _____

Other, name of platform(s): _____

Total # of Social Media Followers: Facebook _____ Instagram _____ Twitter _____ TikTok _____

Other (name of platform/number of followers: _____

Did your unit create a media contact list? _____, include copy with report.

Interviews with reporters _____ # Articles published _____ (**attach three; copies**)

Letters to the Editor _____

TV aired program/interviews/event coverage _____ (list dates/times)

Junior Press Releases _____ # Articles sent to Dept Newsletter _____ # Event flyers _____

Total of all of the above _____ (**send one copy of each that is applicable: print, screenshot, jpeg, pdf, or word doc**)

Narrative: No more than 500 words. Share how your social media page has grown since last year. Describe your mission related interviews and written articles, which program(s) were highlighted. Did you promote ALA Academy, Veterans Creative Arts Festival (VCAF), National Veterans Creative Arts Festival (NVCAF), POW/MIA Awareness, and Be the One campaign. Did your unit wear ALA apparel in public, and what other creative branding ideas were used. Does you unit, rock your RED shirts on Fridays? What organizations did your unit support by volunteering and/or donations. Provide up to ten pictures (print, screenshot, jpeg, pdf, or word doc) of your Unit working the mission and programs from this term.

SEND THIS REPORT TO YOUR DISTRICT PUBLIC RELATIONS CHAIR



Public Relations Cover Page

(Please Print)

Unit Name: _____

Unit #: _____

City: _____

DEPARTMENT OF FLORIDA

District #: _____

Membership Group #: _____

PUBLIC RELATIONS REPORT 2024-2025

Chairman: _____

Unit President: _____

Post mailing address: _____

City, State, Zip: _____