



**AMERICAN LEGION AUXILIARY**  
**UNIT CHAPLAIN – YEAR END REPORT – 2025-2026**

**Name of Chaplain** \_\_\_\_\_ **District** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Section 1:** This section of information will be included in the Department Year End Report

1. Did your unit open and close all Meetings with a Prayer? Yes\_\_\_ No \_\_\_
2. Did your unit use the Reflection Page in the National Magazine? Yes \_\_\_ No \_\_\_
3. Was your unit called upon to deliver a prayer other than at a meeting? Yes \_\_\_ No \_\_\_
4. How many cards did your units send ?
  - a. Sympathy \_\_\_\_\_
  - b. Get Well \_\_\_\_\_
  - c. Thinking of you \_\_\_\_\_
  - d. Congratulations \_\_\_\_\_
  - e. Birthday \_\_\_\_\_
  - f. Texts for various reasons \_\_\_\_\_
5. Did your unit drape the Unit Charter? YES/NO # of times \_\_\_\_\_
6. Did your unit use Grace Cards? YES/NO How Many? \_\_\_\_\_
7. Did your unit prepare a prayer book for the unit president? \_\_\_\_\_
8. Did your unit submit any prayers to the Department Chaplain? \_\_\_\_\_
9. Did your unit prepare a Prayer Book for the Mae Nalley Chaplain's Award? YES/NO  
(circle one)

**Section 2:** The Following information will help us to keep track of how many hours we have served our Military, Veterans, and Community. These numbers will flow directly onto the Member Data Sheet. Thank you for taking the time to do this report!

10. Did your unit visit the sick? Yes/No (circle one)
  - a. Veteran/ Active-Duty Visit \_\_\_\_\_ Total Hours  
i. Number of Persons Served \_\_\_\_\_
  - b. Military Family Visit \_\_\_\_\_ Total Hours

- i. Number of Families Served \_\_\_\_\_
- c. Children & Youth Visit sick/hospital \_\_\_\_\_ Total Hours
- i. Number of Children Served \_\_\_\_\_
- d. Number of Hours serving not listed above \_\_\_\_\_ Total Hours
- 11. Total hours your unit spent preparing cards / communications for our veterans  
\_\_\_\_\_
- 12. Total dollars were spent on cards and postage \_\_\_\_\_
- 13. Total amount of in-kind donations collected as Chaplain\* \_\_\_\_\_  
(ie cards, notes, postage, etc)
- 14. Total hours participating in the 4 Chaplains Ceremony \_\_\_\_\_
- 15. Total hours to Conduct/Attended memorial services for veterans \_\_\_\_\_
- 16. Did your unit participate in or conduct a service on Memorial Day, Veterans Day,  
Wreaths Across America, POW/MIA, Pearl Harbor Day, Flag Day, Others
- a. Total Hours of participation \_\_\_\_\_

Please feel free to add a narrative to your report. I know many of you do other things as Chaplains and I look forward to sharing this information with our Department President in my year-end report!

## YEAR END REPORTS

Unit Chaplains, please send this report via email to the District Chaplain by April 1, 2026. Do not send the department chaplain your unit report. Please only send to your District Chaplain.

Please remember, if your reports reach the District Chaplain after that date, your information will not be reported.

If you have any questions, please email me at [chaplain@alafl.org](mailto:chaplain@alafl.org) and I will respond as quickly as possible. Let's show our passion and have 100% reporting for the 2025-2026 Year!

Department Chaplain: Karen Marks 904 903- 9552

\*in-kind donations would be material items donated to assist the Chaplain