

# Auxiliary Emergency Fund

2010-2011 National President's Theme: The Power of One  
2010-2011 Department President's Theme: It is Great to be an American!

## **Plan of Action: Auxiliary Emergency Fund Committee**

Purpose: To provide temporary emergency financial assistance to members in need, and promote awareness and knowledge of the program, raising funds and disseminating information about its application process.

## **Committee Contact Information**



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## Department Objectives

1. **Objective:** Familiarize each Unit with the purpose of the Auxiliary Emergency Fund (AEF) and where to locate the most current application and tools.

### Action Steps

- a. Educate each Unit on Auxiliary Emergency Fund roles and responsibilities. This may be found online at [www.legion-aux.org](http://www.legion-aux.org).
  - b. Utilize the website for resources.
2. **Objective:** Have each Unit submit at least three other resources for assistance in their unit to the AEF program chairman by May 1, 2011, for use at the Department level.

### Action Steps

- a. Have each Unit report if they have a “Unit Emergency Fund” and send a copy of the application to the Department Chairman.
3. **Objective:** Each Unit to increase their AEF donations by June 1, 2011, to at least \$1 more than their 2009-2010 donations. **TO BE PROPERLY CREDITED TO THE UNIT AND DEPT.OF MISSISSIPPI, WE ASK THAT ALL CONTRIBUTIONS BE SENT TO THE DEPT. HEADQUARTERS AND NOT DIRECTLY TO NATIONAL.**

### Action Steps

- a. Pie sales, give 10 cents at each meeting, grab bags, sell used books – these are just a few quick and easy suggestions.
- b. Share fundraising ideas on all levels through newsletters, bulletins and stories

## Programs and Activities

1. The AEF brochure is available through the Department Office and available online at [www.legion-aux.org](http://www.legion-aux.org) and at [www.missala.com](http://www.missala.com) (Forms page).
2. One of the most common delays in processing the applications is forms that are not completed to the fullest extent possible. Please use the current form and follow directions to ensure evaluation and processing is completed in a timely fashion. Visit [www.missala.com](http://www.missala.com) (Forms page).
3. AEF Donation Pin Order Forms are available at [www.legion-aux.org](http://www.legion-aux.org), by contacting National Headquarters at 317.569.4500 or emailing your request to [aef@legion-aux.org](mailto:aef@legion-aux.org). Forms are to order pins for individuals who donate \$25 or more. However, we ask that you send requests through the Department for tracking and ease of process.
4. Tips for Successfully Promoting AEF and an AEF Fact Sheet are available on the Department Web site (click on Forms page) at [www.missala.com](http://www.missala.com).
5. Memorize the following core rules that apply to the Auxiliary Emergency Fund:
  - a. Temporary assistance to eligible members during a time of financial crisis when no other source of aid is readily available to pay for shelter, food and utilities.
  - b. Temporary assistance for food and shelter to eligible members related to weather-related emergencies and natural disasters.

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- c. Temporary assistance for educational training for eligible members who lack the necessary skills for employment or to upgrade competitive workforce skills.
- d. Assistance will not be granted to pay accumulated debts. The intent is to help members who have suffered a financial setback and is meant to be a bridge offering a helping hand until financial stability is reestablished. Incomplete applications and missing documentation will significantly slow processing the case file.
- e. Eligibility: Persons who have been members of the American Legion Auxiliary for at least the immediate past two consecutive years AND whose current membership dues are paid at the time the emergency occurs (three consecutive years' dues) may apply for assistance.
- f. Assistance Provided: The maximum grant amount is \$2,400, disbursed as the Auxiliary Emergency Fund Grant Committee determines.

## AEF Awards

1. National Citation Recognition: Given to one Unit and one Department contributing the largest donations to the Auxiliary Emergency Fund.
2. Department Citation Recognition: Given to each Department of Mississippi Unit who contributes to AEF during the 2010-2011 membership year. Contributions must be recorded in the Department Office no later than May 1, 2011, to be recognized at the 2011 State Convention.
3. Department Award to Highest Contributing Unit: Given to one Unit in Mississippi who contributes the highest donation. A 2<sup>nd</sup> and 3<sup>rd</sup> place award will also be given.
4. National Citation and Lapel Pin Recognition: Presented to any individual contributor donating \$25 or more. The citation form is available at [www.missala.com](http://www.missala.com) (Forms page). Citations may be printed by the Unit or Department.
5. Certificate and Recognition at National Convention: One individual member from each National Division contributing the largest amount will receive a certificate and special recognition at the 2011 National Convention. Donation must be certified by your Unit Secretary and mailed to the Department Chairman by May 1, 2011.

## Resources

1. [www.legion-aux.org](http://www.legion-aux.org)
2. [www.operationhomefront.net](http://www.operationhomefront.net)
3. [www.legion.org](http://www.legion.org)
4. [www.211.org](http://www.211.org)
5. [www.fema.gov](http://www.fema.gov)
6. [www.redcross.org](http://www.redcross.org)
7. [www.fns.usda.gov/fsp](http://www.fns.usda.gov/fsp)
8. [www.liheap.ncat.org](http://www.liheap.ncat.org)

See program page on [www.legion-aux.org](http://www.legion-aux.org) for additional resources and descriptions.