

# BEE SHEET



## A Quick "To-Do" List for the Department of Mississippi 2009-2010 American Legion Auxiliary Programs

This sheet is a quick list of activities for each program of the American Legion Auxiliary and designed to help our units focus on simple yet effective activities they can do this year. As the unit accomplishes each task, check the box—at State Convention in 2010, the unit with the most activities accomplished and checked will get a special prize. This does not limit what your unit can do in each program. Feel free to do other activities in each program, but these are what we will do together as a Department.

### AMERICANISM

- Promote Pocket Flags for deployed troops, particularly at Camp Shelby—see Mississippi Pocket Flag Project plan from Dept. President.
- Americanism Essay Contest—submit an entry from your unit; hold a contest in your local schools and give local awards. Best essay (1) to be forwarded to the Dept. Chairman by April 15, 2010.

### AUXILIARY EMERGENCY FUND (AEF)

- Donate \$.40 per member by November 10, 2009, in honor of AEF's 40<sup>th</sup> Anniversary. This donation should be in addition to the unit's normal contribution.
- Encourage and increase individual member donations of \$25 or more (individual donation form available online at [www.missala.com](http://www.missala.com)).

### CAVALCADE OF MEMORIES

- Send an item to the Dept. Office for display (include donor name and unit), possibly from a past Department officer who is a member of your unit.
- Organize or update unit awards, past president's photos, charter, etc., in a display in Post home/unit meeting room. Send photos and narrative of unit efforts to Dept. Chairman by May 1, 2010, to share.

### CHILDREN AND YOUTH

- Award a Youth Hero Award and Good Deed Award for youth in your community.
- Contribute unit donation to the Child Welfare Foundation. See Plan of Action for awards.

### COMMUNITY SERVICE

- For Martin Luther King, Jr., holiday, do service for veterans in community or deployed troops' families. Offer assistance and let them know we care.
- Partner with other local organizations in community and offer volunteer services for events. These organizations, in turn, could help you with your future projects.

**CONSTITUTION AND BYLAWS**

- Update current Unit C&B and submit a copy to Dept. Chairman for review before final vote by unit membership. Dept. Chairman will advise of corrections or omissions as needed.
- Educate unit members about contents of C&B and standing rules and make available a copy to members for reference.

**EDUCATION**

- Distribute scholarship applications to local schools: public, private, and parochial.
  - a. National President's Scholarship
  - b. Spirit of Youth Scholarship for Junior Members
  - c. Non-Traditional Student Scholarship
  - d. Department scholarship of \$500 to Dept. winner for the National President's Scholarship
- "Give 10 to Education." Units contribute supplies to classrooms.

**FINANCE**

- Form a Finance Committee in your Unit. Provide monthly report of finances to the membership at meeting.
- Get a unit EIN number and file Form 990 with IRS.

**GIRLS STATE**

- Increase number of qualified delegates from each unit for 2010 session, while not sacrificing the quality of the delegate sent.
- To assist Girls State program in maintaining the present registration fee by selling ads in your community to be placed in the official Girls State program.

**JUNIOR ACTIVITIES**

- Form an active junior unit.
- Send junior participants to Mid-Winter Conference and State Convention
- Involve Juniors in Project Pocket Flags for Mississippi military installations.

**LEADERSHIP**

- Encourage Unit Leadership Chairmen to ask Unit members to take the Auxiliary Leadership Course and monitor administration of test. We want Mississippi to have a record number of members pass the course.
- Provide units with a mini-Leadership workshop in the monthly Department newsletter that can be presented easily at each monthly unit meeting.

**LEGISLATIVE**

- Write letters, send emails, faxes, and make phone calls to share your point of view with elected officials on legislative issues. Save your responses—see Individual Recognition Award in POA.
- Sign up for the ALA Spirit of America eNewsletter. Watch monthly newsletter for info.

**NATIONAL SECURITY**

- Participate in the Department President’s Special Project by supporting the needs of Mississippi’s USO— volunteer to pass our care packages (provided by USO); serve in USO lounges; prepare pocket flags for deploying troops at Mississippi military bases; and provide packaged snacks for USO lounges. Watch Dept. monthly newsletter as this partnership with the Mississippi USO develops for ways your unit can help.
- Offer assistance to families of deployed veterans in local area, i.e., home repairs, yard maintenance, babysitting, hosting parties for the children, etc. Let them know we care!

**PAST PRESIDENTS PARLEY**

- Submit a Unit Member of the Year entry to the Department for consideration.
- Form an active Past Presidents Parley in each unit and encourage donations to PPP Nurses Scholarships.

**POPPY**

- Participate in the Poppy Poster contest
- Participate in the Poppy Corsage contest

**PUBLIC RELATIONS**

- Use Dept. News Releases for attendance at conferences and convention, as well as promotion of programs, i.e., Girls State, Poppy, etc. These will be posted online at [www.missala.com](http://www.missala.com) (Dept. Web site)
- Participate in the Press Book contest at State Convention and/or provide Dept. Chairman will all news releases and sampling of Unit newsletters for the Dept. Press Book. Follow rules provided in POA.

**VA & R**

- Support the Veterans Creative Arts Festival by donating \$.25 per member (the amount that Mississippi will need to make the requested \$1,000 Dept. donation). Send check to the Dept. Secretary. National President Rita will be at Mid-Winter Conference. We would like to present our \$1,000 check at that time. Please help!
- Unit monetary donations are needed to support the Department’s Jackson VA Hospital program and the Jackson Veterans Home Department program. Please consider becoming a partner to support the Auxiliary activities we have established at the facilities. This is not to take away from the other Mississippi facilities, but these two are in great need at this time. Any contribution will be greatly appreciated!