

**AUXILIARY YEAR-END REPORTS
2018-2019**

**The Auxiliary Year-End Reports are due to your District President by
March 31, 2019**

District	President	Address	City	ST	ZIP	Phone
1	Karen England	104 S. Washington Street	Lake City	MN	55041	651-345-5291
2	Paty Thron	11413 720th Avenue	Emmons	MN	56029	507-318-9384
3	Mary Ann O'Reilly	803 1st Street E	Canby	MN	56220	507-223-5994
4	Cleo Bonham	4727 White Oak Court	Eagan	MN	55122	651-895-8141
5	Twyla Bauch Scofield	59990 279th Street	Litchfield	MN	55355	320-894-4275
6	Deann Reynolds	16937 100th Avenue	Milaca	MN	56353	320-217-9785
7	Pat Bjur-Johnson	869 Desoto Street	St. Paul	MN	55130	612-655-9625
8	Cindy Slater	1508 15th Street	Cloquet	MN	55720	218-590-4653
9	Bill Cassavant	17757 220th St SW	Red Lake Falls	MN	56750	218-289-0865

Year-End Reports are included for:

- Americanism
- Buddy Poppy/National Home for Children
- Chief of Staff/Extension
- Historian/Media Relations
- Hospital
- Legislative
- Membership & Recruitment
- Scholarships
- Veterans and Family Support
- Youth Activities

Complete each Report by including all activities from April 1, 2018 through March 31, 2019. Include documentation as needed. Be sure both the Auxiliary President and Chairman sign each report and include telephone numbers. Make two additional copies. Send two copies to your District President by March 31 and keep one for your files.

AMERICANISM
2018-2019 Auxiliary Year-End Report

Auxiliary Name _____	Auxiliary # _____	District # _____
Auxiliary Membership as of June 30, 2018 _____		

1. Did your auxiliary conduct special programs on patriotic holidays? ____ (For example, Memorial Day, Veterans Day, POW/MIA Remembrance Day, etc.). Describe: _____

2. Did your auxiliary participate in POW/MIA programs? ____ Describe: _____

3. Number of POW/MIA flags presented (at least 2" x 3" or larger): _____
(Includes, but is not limited to, schools, businesses, parades, gravesites, etc.)
4. Number of American Flags presented (at least 2" x 3" or larger): _____
(Includes, but is not limited to, schools, businesses, parades, gravesites, etc.)
5. Did your auxiliary promote/participate in the Smart/Maher National Citizenship Education Teacher Award? ____ Describe _____
(For example, assisting the Post, taking the contest into schools or making a donation).
How many nominations were received? _____
6. Number of certificates your auxiliary presented to businesses or citizens in recognition of their displaying the U.S., POW/MIA flags or other displays of American pride: _____
7. Did your auxiliary promote Americanism through any media? ____ (Examples: TV, radio, newspaper, flyers, facebook) Describe: _____
8. Did your auxiliary conduct patriotic education programs in your auxiliary/community? ____
Describe: _____

9. Did your auxiliary conduct a Family Freedom Festival? ____ Describe: _____

10. Did your auxiliary promote/participate in Safety in America/Disaster Preparedness? ____
Describe: _____
11. Did your auxiliary promote/participate in Flags Across America? ____ Describe: _____

Auxiliary Chairman _____ Auxiliary President _____
Telephone _____ Telephone _____

Complete this report and send two copies to your District President by March 31, 2019

**"BUDDY"® POPPY/NATIONAL HOME FOR CHILDREN
2018-2019 Auxiliary Year-End Report**

Auxiliary Name/City _____ Auxiliary # _____ District # _____ Auxiliary Membership as of June 30, 2018 _____
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Did your Auxiliary **promote the Buddy Poppy** within the Post or Auxiliary throughout the year? _____
Describe _____

Did your Auxiliary **promote the Buddy Poppy** within the Community throughout the year? _____
Describe _____

How many **Buddy Poppy Drives** were hosted within the Post & Auxiliary throughout the year? _____
Describe with dates _____

How many **Buddy Poppy Drives** with conducted within the Community throughout the year? _____
Describe with dates _____

Did your Auxiliary use the **VFW Buddy Poppy Chairman's Manual**? _____
Describe _____

Did your Auxiliary **promote the VFW National Home** through education and/or publicity? _____
Describe _____

Did your Auxiliary **donate to the National Home Health & Happiness Fund**? _____ per mbr? \$ _____

Did your Auxiliary make a **donation to the National Home** (not including Health & Happiness? \$ _____

MN Cottage _____ Activity Fund _____ Education Fund _____ Recreation Fund _____ Other _____
Describe _____

Did your Auxiliary **promote the VFW National Home's Military & Veteran Family Helpline**? _____
Describe _____

How many **Poppy Display Contests** did your Auxiliary **Enter**? _____
Describe each entry _____

Auxiliary Chairman _____ Auxiliary President _____

Telephone _____ Telephone _____

(Promotional documentation, photos, media are encouraged. No scrapbooks accepted)

Complete this report and send two copies to your District President by March 31, 2019

**CHIEF OF STAFF/EXTENSION
2018-2019 Auxiliary Year-End Report**

Auxiliary Name _____ Auxiliary # _____ District # _____
Auxiliary Membership as of June 30, 2018 _____

1. Did your Auxiliary use the "Mentoring at VFW Auxiliary" resource available to start and/or continue mentoring in your Auxiliary? _____

2. Would you like to share some ideas you implemented in your Auxiliary to help mentor members?

3. Did your Auxiliary establish a Greeting/Mentoring Committee for current or new members needing support and knowledge? _____

4. Did a mentee nominate a mentor from your Auxiliary for the Best Mentor Award? _____

5. Did your Auxiliary use media outlets, such as community newspapers, radio stations, social media, etc., to revitalize your Auxiliary? _____

If yes, what media outlets did you use?

Auxiliary President _____

Telephone _____

Complete this report and send two copies to your District President by March 31, 2019

**HISTORIAN/MEDIA RELATIONS
2018-2019 Auxiliary Year-End Report**

Auxiliary Name _____ Auxiliary # _____ District # _____ Auxiliary Membership as of June 30, 2018 _____

1. Did your Auxiliary participate in the Historian/Media Relations Program? _____
2. Did your Auxiliary send a monthly or quarterly newsletter or bulletin to their members? _____
3. Does your auxiliary maintain and update a Facebook page? _____ Joint Facebook page with post? _____
4. Does your Auxiliary maintain a website? _____ Joint website with the post? _____
5. Did your Auxiliary use the VFW Auxiliary Publicity Guide? _____
6. Did your Auxiliary use one of the fillable press/media releases available from the national or department websites for a Membership Drive, Family Freedom Festival, Voice of Democracy, etc.? _____
7. Did your Auxiliary attend a media relations training hosted by the Department Historian/ Media Relations Chairman? _____
8. Did your Auxiliary submit a Historian/Media Relations report? _____

Auxiliary Chairman _____ Auxiliary President _____

Telephone _____ Telephone _____

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HOSPITAL
2018-2019 Auxiliary Year-End Report

Auxiliary Name _____ Auxiliary # _____ District # _____
Auxiliary Membership as of June 30, 2018 _____

1. Number of VFW Auxiliary members volunteering in all VA and non-VA facilities:
Volunteers _____ # Volunteer Hours _____
2. Number of NEW volunteers recruited: Adults _____ Youth _____
3. Number of sponsored events/ activities in all medical facilities: _____
4. Total amount spent on all hospital projects: \$ _____
5. Number of applicants submitted to Department for Outstanding Hospital Volunteer of the Year Award: _____
6. Did your Auxiliary promote Military Suicide Awareness? _____
7. Did your Auxiliary recognize all types of volunteers throughout the year? _____
8. Did your Auxiliary publicize or use the media to recruit volunteers and invite the community?
Explain: _____

9. Did your Auxiliary present Hospital Volunteer Service Pins to volunteers? _____
10. Did your Auxiliary conduct or participate in volunteer recognition events? _____
11. Did your Auxiliary participate in the Veterans Voices Writing Project? _____
12. Did your Auxiliary participate in the Community Volunteer Recruitment weeks?
November 5–11, 2018 _____ or April 7-13, 2019 _____
13. Did your Auxiliary use the Hospital Program Guide? _____
14. Number of handmade/sewn items given to all medical facilities: _____

Auxiliary Chairman _____ Auxiliary President _____

Telephone _____ Telephone _____

E-mail: _____ E-mail: _____

Complete this report and send two copies to your District President by March 31, 2019

**LEGISLATIVE
2018-2019 Auxiliary Year-End Report**

Auxiliary Name _____ Auxiliary # _____ District # _____
Auxiliary Membership as of June 30, 2018 _____

1) Did your Auxiliary promote the VFW Priority Goals? Yes _____ No _____

If yes, how? _____

2) How did your Auxiliary encourage members to communicate with legislators on Veterans' issues?

3) How many members are receiving the VFW Action Corps email newsletters? _____

4) How did your Auxiliary communicate pending legislation and special legislative alerts?

5) Number of contacts made by members personally to legislators on veterans' issues:

Personal Contacts _____ Emails _____ Social Media _____

Letters/ Postcards _____ Phone calls _____

6) Number of members who attended events where they could interact with legislators:

(Examples: town hall meetings, meet and greets, Legislative Day) _____

7) Did your Auxiliary promote the "Vote in Honor of a Veteran" initiative? Yes _____ No _____

8) Did your Auxiliary use the "Guide to Contacting Your Legislators"? Yes _____ No _____

9) Did your Auxiliary provide education to youth on the legislative process? Yes _____

No _____ If yes, the number of youth educated _____

Auxiliary Chairman _____ Auxiliary President _____

Telephone _____ Telephone _____

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**MEMBERSHIP & RECRUITMENT
2018-2019 Auxiliary Year-End Report**

Auxiliary Name _____ Auxiliary # _____ District # _____ Auxiliary Membership as of June 30, 2018 _____

1. How many recruiting events did your **Auxiliary** host? _____

2. Check the following methods used by your **Auxiliary** to collect annual dues:
 Phone calls: _____ Emails: _____ Letters/Postcards: _____
 Face-to-face conversations: _____ Social Media: _____

3. Did your **Auxiliary** offer any incentives to your members for renewing by October 31, 2018? _____

4. Did your **Auxiliary** send dues reminders/notices? (Yes/No) _____
 Which method/methods were used? _____
 *By mail: _____
 *By email: _____

5. Did your **Auxiliary** use media to promote membership?
 (Examples: TV, radio, newspaper, flyers, Facebook) _____

6. Did your **Auxiliary** create a fact sheet or brochure to be used as a recruiting tool? (Must enclose **two** copies) _____

7. Number of Membership & Recruitment training sessions coordinated by your **Auxiliary**.
 (Please send proof, explanation, description, etc.) _____

Auxiliary Membership Chairman:

Auxiliary President:

Signed _____

Signed _____

Print name _____

Print name _____

Address _____

Email _____

Email _____

Phone _____

Phone _____

Complete this report and send two copies to your District President by March 31, 2019

SCHOLARSHIPS
2018-2019 Auxiliary Year-End Report

Auxiliary Name _____ Auxiliary # _____ District # _____ Auxiliary Membership as of June 30, 2018 _____

CONTINUING EDUCATION SCHOLARSHIP

1. Did your Auxiliary participate in the Continuing Education Scholarship: (For example, distributed applications, publicized/promoted program, etc.) _____
 2. How did your Auxiliary publicize/promote the Continuing Education Scholarship? _____
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-

YOUNG AMERICAN CREATIVE PATRIOTIC ART CONTEST

1. Did your Auxiliary promote the Patriotic Art Contest: _____
Number of members involved _____ Numbers of hours volunteered _____
2. Did your Auxiliary submit an entry: _____
3. Number of students who submitted an entry to your Auxiliary: _____
4. Number of qualified entries sent to district: _____
5. Total dollar amount awarded by your Auxiliary: _____

PATRIOT'S PEN ESSAY CONTEST

1. Did your Auxiliary assist your Post in conducting the contest: _____
Number of member's involved _____ Numbers of hours volunteered _____
2. Did your Auxiliary participate without having an entry: _____

VOICE OF DEMOCRACY AUDIO/ESSAY CONTEST

1. Did your Auxiliary assist your Post in conducting the contest: _____
Number of members involved _____ Numbers of hours volunteered _____
2. Did your Auxiliary participate without having an entry: _____
Did your Auxiliary publicize these contests within your community: _____
(Examples: TV, radio, newspaper, flyers, Facebook) _____
Did your Auxiliary host/co-hosted an awards ceremony to recognize awardees and participants in all these contests: _____

MARCELLA ARNOLD NURSING SCHOLARSHIP

Did your Auxiliary make a Donation to the Marcella Arnold Nursing Scholarship: _____ Amount _____

How did you promote the Minnesota Scholarship Program in your Communities? _____

Please provide promotional documentation, Photos or newspaper articles. (No scrap books please). The more creative, the better.

Did your Auxiliary send any applications directly to the Department Office? _____

Number of Marcella Arnold Nursing Scholarship Applications _____

Auxiliary Chairman _____ Auxiliary President _____

Telephone _____ Telephone _____

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**VETERANS AND FAMILY SUPPORT
2018-2019 Auxiliary Year-End Report**

Auxiliary Name _____	Auxiliary # _____	District # _____
Auxiliary Membership as of June 30, 2018 _____		

1. Did your Auxiliary host/co-host with the VFW a Fundraiser for:
National Veterans Services (NVS) Yes _____ No _____
VFW Veterans and Military Support (Map, Unmet Needs etc.) Yes _____ No _____

2. Did your Auxiliary provide direct aid to Veterans Active-Duty.
Military and/or their families: Yes _____ No _____

Total Money Value of Donations \$ _____
and services provided

Total Just Monetary Donations \$ _____

Approximate number of veterans assisted. _____

3. Did your Auxiliary participate in or Sponsor events/projects for Homeless veterans?
Yes _____ No _____
Approximate number of veterans assisted _____

4. Did your Auxiliary distribute "VFW Auxiliary Thank you Coins"? Yes _____ No _____
How many coins did you distribute? # _____

5. Did your Auxiliary distribute Resource Rack Cards for Veterans, Active-Duty and their families
cards? Yes _____ No _____
Number of Resource Rack Cards Distributed # _____

6. Number of Layettees your Auxiliary donated _____

7. Describe the one project that you held that best supported and/or served our veterans and their
families. Describe: _____

Auxiliary Chairman _____ Auxiliary President _____

Telephone _____ Telephone _____

DO NOT SEND ANY SCRAPBOOKS -May have a typed attachment with the report.

Complete this report and send original and one copy to your District President by March 31, 2019

**YOUTH ACTIVITIES
2018-2019 Auxiliary Year-End Report**

Auxiliary Name _____ Auxiliary # _____ District # _____ Auxiliary Membership as of June 30, 2018 _____

1. Did your Auxiliary participate in and/or publicize Youth Groups Supporting our Veteran Citations? _____

a. How many did you hand out? _____

2. Did your Auxiliary promote and or use the Random Acts of Patriotism program? _____

a. How many R.A.P coins distributed? _____ How many R.A.P. cards distributed? _____

3. How many youths did you recognize for their academic, athletic, scouting or other accomplishments? _____

a. If so, how did you recognize them? _____

4. Did your Auxiliary promote and engage youth with the Library of Congress' Veterans History Project? _____

a. How many youths participated? _____ How many Veterans interviewed? _____

5. Did your Auxiliary participate/promote the MN Middle School Creative Art Contest? _____

a. How many entries did you receive? _____ Did you pass one (1) entry onto District? _____

Please send any photos, articles, etc. to show your work. Please do not send scrapbooks.

Auxiliary Chairman _____ Auxiliary President _____

Telephone _____ Telephone _____

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