



# Department of Ohio Plan of Action Information



## VA & R

### CHAIRMAN

Kristen Little  
17324 Independence  
Brook Park, Ohio 44142  
(216) 265-9611(home)  
(440) 781-1327 (cell)  
Email – kll721@yahoo.com

**REPORT DUE :**

### VICE CHAIRMAN

Patty Miller  
400 May Ave  
Cuyahoga Falls, Ohio 44221  
(330) 928-4448 (home)  
(330) 212-1411 (cell)  
Email – plmiller54@att.net

**April 15, 2016**

### Department Hospital Director

René Reese  
6543 Engle Rd  
Brook Park, Ohio 44142  
(216) 362-0609 (home)  
(216) 409-0122 (cell)  
Email – rqr21@sbcglobal.com

### SEND REPORT TO :

Your District VA & R Chairman  
(address shown below)

#### CITATION OF MERIT



#### REQUIREMENT

### District VA&R Chairmen

01 587 PAM	BRENNEMAN	1467 GAGE RD	TOLEDO	OH 43612	(419) 476-6832	pam52@buckeye-express.com
02 178 RUTH	SCHUTZ	671 HIGH ST	VAN WERT	OH 45891	(419) 605-8596	rschutz68@gmail.com
03 586 DOROTHY	PRATER	560 LITTLE YORK RD	DAYTON	OH 45414	(937) 371-2763	dprater39@yahoo.com
04 450 TERRI	CLIFTON	5680 WERKSHIRE TERR	MILFORD	OH 45150-2028		ubnuts@fuse.net
05 257 DEB	SUTTERLIN	950 TWP RD 2506	PERRYSVILLE	OH 44864	(419) 938-6142	debsutterlin270@gmail.com
06 085 LOIS	SINGLETON	936 WEST VILLAGE DR	NEWARK	OH 43055-2853	(740) 344-1904	loispat@hotmail.com
07 757 PATRICIA	OLAKER	207 CEDARWOOD TERR	CHILLICOTHE	OH 45601-1778	(740) 775-3389	
08 011 JODIE	KEELS	626 N. MAPLE ST	LANCASTER	OH 43130	(740) 415-8844	p.j.keels@gmail.com
09 151 TERRIE	PONGRASS	PO BOX 693	CONNEAUT	OH 44030	(440) 813-9446	terriponggrass@yahoo.com
10 147 KAREN	PEALER	PO BOX 212	APPLE CREEK	OH 44606	(330) 698-7203	
11 495 MARGARET	PERKINS	715 BARCLAY LOT 46	BELPRE	OH 45714	(740) 447-4154	
12 532 AMY	STACEY	322 CONSTANCE ST	LOCKBOURNE	OH 43137	(614) 402-5146	amy.stacey@voago.org
13 421 LINDA	ZIMMERER	3825 W. 212 ST	FAIRVIEW PARK	OH 44126	(440) 356-0268	zim3825@sbcglobal.net
14 281 SHARON	MCCLAIN	1334 FOREST GLEN DR	CUYAHOGA FALLS	OH 44221	(330) 923-7146	SMccl119@yahoo.com

**SEE BACK SIDE FOR REPORT FORM & NARRATIVE INFORMATION**

# Department of Ohio Plan of Action Information

## 2015 – 2016 Department Report Form

This form should be attached to each narrative that is submitted for information, Citation of Merit requirements and possible Department award. Please fill out the information as completely and accurately as possible. If a Unit only completes this form and does not do a narrative, they will still receive credit as having completed report. However, if the report shows all zero's or blank information this will not qualify as an actual report.

**Please complete the following.** Be sure to give the complete name of your Unit.

District # \_\_\_\_\_ Unit # \_\_\_\_\_ Membership Goal \_\_\_\_\_

Full Official Unit Name: \_\_\_\_\_

Unit President/Chairman (circle one) Name: \_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_ Member ID # \_\_\_\_\_

Specific Award Name (if applicable) \_\_\_\_\_

**PROGRAM:  
VA & R**



**Answer the following Questions or include answers in your narrative and fill in the boxes at the bottom**

- How many members participated in caregiver support? \_\_\_\_\_
- How many Service to Veterans hours were earned in your unit? \_\_\_\_\_
- How many stand downs did your Unit host? \_\_\_\_\_ How many veterans were served? \_\_\_\_\_

### Program Summation:

Total Number of Volunteers	Total Number of Jr. Volunteers	Total Number of Volunteer Hours	Total \$\$ Spent to Promote Program *	Total Number of Veterans Served	Total \$\$ Given to Recipients
			\$		

**\*Please include the assessment of \$0.75 per paid member.**

**If you would like to be considered for a Department or National Award attach your narrative to this report form. Follow all criteria when composing your Unit Program Narratives. Criteria for ALL narratives are as follows:**

Narrative must be typed written in narrative form.

Narrative must not exceed 1,000 words. (Can be fewer words if program dictates)

Narrative may include photographs and news articles.

Optional-A copy of your Unit ALA Impact Form(Only necessary if it is required based the Plan of Action Directions)

**Report Deadline: April 15, 2016**

**Narrative Deadline: April 15, 2016**

**MAIL TO DISTRICT VA & R CHAIRMAN**

# Department of Ohio Plan of Action Information

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The Veterans Affairs & Rehabilitation program promotes our mission to enhance the lives of veterans, military and their families.

## VA & R

### **What is this program, and why do we have it?**

The Veterans Affairs & Rehabilitation program promotes our mission to enhance the lives of veterans, military and their families.

### **What can you do?**

#### **1. Provide opportunities for Auxiliary members to serve veterans and their families as volunteers at VA health care facilities through the VA Voluntary Service (VAVS).**

##### **Ideas:**

##### **Members**

- Become a regular VAVS volunteer.
- Invite others to become VAVS volunteers with you.
- Enter all of your VAVS hours into the VAVS tracking system.

#### **2. There isn't a VA hospital close to your community? Find opportunities for Auxiliary members to provide volunteer hours in service to veterans and their families in local communities and from their homes.**

Note: Recently, Field Service and Home Service merged. All hours will be combined under the heading of Service to Veterans. A new Service to Veterans pin has been designed to reflect this change. The new pin, for all who earn their hours under Service to Veterans, is obtained through The American Legion Emblem sales at [emblem.legion.org](http://emblem.legion.org).

##### **Ideas:**

##### **Member**

- Support veterans from the comfort of your community or home. Service to Veterans combines community volunteer opportunities and volunteering opportunities created in your home. Sew quilts for the Quilts of Valor Foundation ([www.qovf.org](http://www.qovf.org)), crochet stocking hats for the homeless, bake cupcakes for the local stand down, help a veteran use the Internet; find out what is needed, then volunteer.
- Report your Service to Veterans hours to your unit VA&R chairman.
- See Awards section of this Plan for information on Hour Bar Recognition.

##### **Unit**

- Become the catalyst to find needs and encourage members to help veterans in their community.
- Coordinate with local quilt shops to help your unit sponsor a quilting event in support of Quilts of Valor.
- Contact members, including those who only occasionally attend meetings and events, for contribution to Service to Veterans.
- Compile and record hours provided by your members.
- Coordinate with your PR chairman to tell the community what work your unit members are doing for veterans.

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### 3. Assist veterans in accessing VA benefits including, but not limited to, health care. This should include coordinating with the local American Legion Post Service Officer.

#### Ideas:

#### Members

- Coordinate with local American Legion posts to identify the local Service Officer.
- Help eligible veterans attain benefits through referrals.
- Encourage eligible veterans to use the VA health care system and its services, including hospitals, Community Based Outpatient Clinics, Vet Centers, etc.
- Participate in and encourage veterans and their family members to participate in town-hall meetings organized by The American Legion in advance of the Legion's *System Worth Saving* site visits to VA health care systems: [www.legion.org/systemworthsaving](http://www.legion.org/systemworthsaving).
- **Resource:**  
VA Health Care Hotline for women veterans  
1-855-VA-Women (1-855-829-6636); [explore.va.gov/health-care](http://explore.va.gov/health-care)

#### Unit

- Invite the local, county or state Service Officer to be the guest speaker at a unit event.

### 4. Assist in activities that help homeless veterans.

#### Ideas:

#### Members and Units

- Give a helping hand to the Legion's homeless veteran coordinator in your department and offer to assist that coordinator in responding to requests for assistance from homeless veterans or homeless veteran service providers.
- Use information provided by your department chairman to contact the homeless veteran coordinator at the VA health care system nearest you to explore what the unit or you can do to help homeless veterans in your community.
- Participate in the VA Project CHALENG organized by the VA health care system nearest to you. (Project CHALENG for Veterans enhances the care for homeless veterans provided by your local VA and its surrounding community service agencies.)
- Contact your local post chairman and offer your assistance if requests for help come through the Legion's Family Support Network (FSN).
- Raise funds for local American Legion posts to help veterans and their families through the Family Support Network for veterans at risk of losing their housing or homeless veterans transitioning to permanent housing.
  - Make payments of overdue rent, utility payments or deposits and security deposits.
- Host or volunteer at homeless veterans' stand downs, events where homeless veterans receive free goods and services such as haircuts and medical exams.
- Contact homeless veteran emergency shelters, transitional housing projects and permanent housing projects in your community and identify the organization's volunteer and in-kind contribution needs, including:
  - Meal preparation and serving
  - Clothes collection and distribution
  - Assembly and delivery of hygiene kits, buddy baskets
  - Purchasing or securing household items or furniture

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- Reach out to specific homeless veterans, such as residents of projects mentioned above to provide her/him practical, social and moral support.
- Coordinate and encourage participation in the following programs:
  - Stand Downs
  - VA sponsored events

### 5. Support rehabilitation and healing of veterans through arts, crafts and hobbies.

#### Ideas:

#### Members and Units

- Obtain and become familiar with the 2014 edition of *ALA Guide for Volunteers*.
- Help your unit and department earn recognition at National Convention through donations to support VA Creative Arts Festivals. Volunteer individually, with a fellow member, or as a unit at a local Creative Arts Festival.
- Identify arts, crafts and hobby projects targeted to veterans (such as writing, oral history recording, visual and performing arts, quilting and gardening). A unit may organize a project of its own or introduce a unit to veteran arts, crafts and hobby projects already operational in the community. See *Arts Deployed: Action Guide and Webinars* to help you bring the arts to your community. [www.alaforveterans.org/Programs/Veterans-Affairs---Rehabilitation/](http://www.alaforveterans.org/Programs/Veterans-Affairs---Rehabilitation/)
- Contribute donated supplies to help supplement visual veteran artists' needs for their projects. Contact your department chairman or your local VA hospital coordinator for a list of items.
- Donate, through departments, funds that help local veterans attend state and national Wheel Chair Games, Veterans Creative Arts Festivals, ParaOlympics, etc.
- Units and individuals should support state VA Creative Arts Festivals through donations. Contributing departments will be recognized at National Convention. One method may include challenging units to earn a bronze, silver or gold award given by NVCAF in recognition for financial donations to the program. Departments, units or individuals can earn the Bronze award for donations to the National Veterans Creative Arts Festival of \$1,000 to \$1,999; the Silver award for donating \$2,000 to \$4,999; or the Gold award for \$5,000 and above.

### 6. Help the American Legion, State Department of Veterans Affairs and Chamber of Commerce promote job fairs for veterans and their families.

#### Ideas:

#### Members

- Take part in a veteran job fair by organizing or working at an informational table. Other opportunities include helping implement a Legion-sponsored job fair and/or co-hosting a Legion Family information table at a U.S. Chamber of Commerce Foundation-sponsored job fair. Additionally, Auxiliary members may initiate and host a job fair for veterans in their community.
- Serve as a career e-mentor for women veterans. [www.ementorprogram.org/p/milspouse/](http://www.ementorprogram.org/p/milspouse/)
- Volunteer for Habitat for Humanity, specifically if a house build is supported by The American Legion.
- Home Building – Support home building and renovation projects for veterans and their families by volunteering for Habitat for Humanity. Locate veteran-specific projects through The American Legion. For additional information, view [www.legion.org/documents/legion/pdf/habitat.pdf](http://www.legion.org/documents/legion/pdf/habitat.pdf)

### 7. Assist and support caregivers of veterans.

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## **Ideas:**

### **Members**

- Familiarize yourself with the services of the VA caregiver support program.
- Invite the VA caregiver support coordinator in the VA healthcare system closest to you to make a presentation to your unit, district or community-wide meeting.
- Volunteer as a VA Voluntary Service volunteer support caregiver if the VA health care system closest to you offers such volunteer opportunity.
- Become a Legacy Corps AmeriCorps member if the Legacy Corps project is offered in a state or locality near you.
- Become a veteran caregiver peer support trainer or volunteer.

### **Additional Resources You Can Use**

1. Homeless Veterans Coalition: [www.nchv.org](http://www.nchv.org)
2. How To sheet: How to raise awareness in your communities about the ever-increasing number of homeless veterans. [www.alaforveterans.org](http://www.alaforveterans.org)
3. How To sheet: How to increase donations to the National Veterans Creative Arts Festival. [www.alaforveterans.org](http://www.alaforveterans.org)
4. Other How To sheets can be found at [ALAforVeterans.org](http://ALAforVeterans.org).
5. Quilts of Valor - [www.qovf.org](http://www.qovf.org)
6. VA Homeless Programs – <http://www.va.gov/homeless/index.asp>
7. HUD Homeless Assistance Programs – [www.onecpd.info/homelessness-assistance/](http://www.onecpd.info/homelessness-assistance/)
8. On-Call: Handbook for Homeless Veterans and Service Providers <http://www.legion.org/homelessveterans/handbook>
9. The American Legion Family Support Network: [www.legion.org/familysupport](http://www.legion.org/familysupport)
10. National Veterans Creative Arts Festival Facebook Page
11. American Legion Auxiliary Veterans Creative Activities Action Guide, [www.ALAforVeterans.org](http://www.ALAforVeterans.org)
12. National Veterans Creative Arts Festival, [www.creativeartsfestival.va.gov](http://www.creativeartsfestival.va.gov) 13. Your national committee members (listed on the front page of this Plan.)
13. How to Organize a Job Fair for Veterans and/or Military and Veteran Spouses.
14. [www.uschamber.com/hiringourheroes](http://www.uschamber.com/hiringourheroes)

## **NATIONAL AWARD INFORMATION & DEADLINES**

**Unit Award:** Million Member Award

**Type of Award:** Citation Plaque

**Presented to:** One unit per division (5 Awards) **Materials and Guidelines:**

- Must demonstrate how working the mission of the VA&R Committee engaged, retained and attracted members to grow membership in the unit
- The entry must be typewritten in narrative format, not to exceed 1,000 words.
- Include pictures, clippings, scrapbooks, folders, etc.
- Due to Department Chairman, Kristen Little, 17324 Independence Court, Brook Park, Ohio 44142 by **April 15, 2016.**

**Unit Award:** Service to Veterans Volunteer Hours Award

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**Type of Award:** Citation Plaque

**Presented to:** One junior and senior member per division (10 Awards)

**Materials and Guidelines:**

- Greatest number of hours from April 1, 2015- March 31, 2016, in each division for a junior and a senior member.
- Units should send their nominees to the department VA&R chairman. The department is responsible for informing units of the due date.
- The unit is required to certify hours of any nominee – the department chairman may ask for this information.
- Units should submit their nominees to Patty Miller, 400 May Avenue, Cuyahoga Falls, OH 44221 no later than **April 15, 2016**.

**Member Award:** Hour Bar Recognition for Service to Veterans Volunteers

**Type of Award:** Hour Bar

**Presented to:** Member by her department via the American Legion Auxiliary National Headquarters

**Materials and Guidelines:**

- Volunteers are recognized when specific hour milestones are reached: 50, 100, 300, 500, and 1,000.
- After the first 1,000-hour bar is awarded, the next bar will be earned in 1,000 hour increments up to 20,000 hours.
- Hour bars are provided at no cost to unit; however, the appropriate pin (from which the hour bar is affixed) can be obtained from Emblem Sales at the individuals' expense. If the member is new and serving their 1<sup>st</sup> 50 hours, then the Department will provide the Service to Veterans Pin. For further information, see 2014 *Veterans Affairs & Rehabilitation: A Guide for Volunteers*.

**Service to Our Veterans:** A citation plaque will be presented to the volunteer serving the greatest number of hours in *Service to Veterans* between the period of April 01, 2015 to March 31, 2016. This includes both Senior and Junior ALA volunteers. End of year forms should be submitted to Patty Miller, 400 May Avenue, Cuyahoga Falls, OH 44221 no later than **April 15, 2016**.

### **DEPARTMENT AWARD INFORMATION & DEADLINE**

**Blance Klein Plaque:** awarded to the Unit with the best all around *VA & R Program* based on the Annual Report; this report is due to the District Chairman no later than **April 15, 2016**.

**Sue Friedrich Plaque:** best overall *VA& R Program* by a Unit based upon their narrative. Entries must be in narrative form not to exceed 1,000 words and must include a completed copy of the annual report form. Include the name and address of the Unit Chairman and forward to Department Chairman, Kristen Little, 17324 Independence Court, Brook Park, Ohio 44142 by **April 15, 2016**.

**Marie Moore Fund Plaque:** awarded to the Unit donating the most money per capita (based upon membership goal) to the Marie Moore fund (gifts presented to the *VAMC* to be used in support of Veterans). Donations must be received in ALA Department Headquarters, P.O. Box 2760, Zanesville, OH 43702-2760 by **June 01, 2016**.

**Olive Ruffner Plaque:** Awarded to the most outstanding VA Volunteer. VA facilities are to submit nominations to the Department Hospital Director, Rene Reese, 6543 Engle Road, Brook Park, OH 44142 by **April 15, 2016**.