



Department of Ohio Plan of Action



PAST PRESIDENTS PARLEY

CHAIRMAN

Susan Masten
419 Young Dr.
Fairborn, Ohio 45324-5749
(937) 878-8343 (home)
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REPORT DUE : April 15, 2017

SEE BACK SIDE FOR REPORT FORM & NARRATIVE INFORMATION

Department of Ohio Plan of Action

2016-2017 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 a 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 Name _____

Unit President/Chairman (circle one) Name: _____

Phone Number: (____) _____ Email: _____ Member ID # _____

Specific Award Name (if applicable) _____

PROGRAM:

PAST PRESIDENTS PARLEY

Please fill in the boxes at the bottom.

Program Summation:

Total Number of Volunteers	Total Number of Past Presidents	Total Number of Volunteer Hours	Total \$\$ Spent to Promote Program	Total Number of Women Veterans Served	Total \$\$ Given to Nurses Scholarship
			\$		

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 requires it based the Plan of Action Directions)

Report Deadline: April 15, 2017

Narrative Deadline: April 15, 2017

MAIL TO DEPARTMENT PPP CHAIRMAN

Susan Masten

419 Young Dr.

Fairborn, Ohio 45324-5749

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Past Presidents Parley and the 2014-2019 Centennial Strategic Plan – Designed to help Auxiliary women who have served as unit, department or national presidents, members of this committee model civility, loyalty and service before self as they actively work to build a strong future for the organization. (Goal 2, Goal 3, Goal 4).

PAST PRESIDENTS PARLEY

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

The purpose of the Past Presidents Parley committee is to utilize the experience and knowledge of past Auxiliary leaders for training and encouragement of future Auxiliary leaders. Through the Past Presidents Parley committee, women who have served as unit, department, and national presidents have an opportunity to continue in active service to the Auxiliary, helping ensure strong future leadership for the organization. The Past Presidents Parley also recognizes and honors outstanding unit members through Unit Member of the Year, and, female veterans through the Salute to Servicewomen awards.

What can you do?

1. Promote mentoring opportunities of unit members.

As former leaders, past presidents at all levels are encouraged to continue their support to the organization by accepting responsibility to contribute their experience, knowledge and wisdom. As ambassadors for the organization, there is much information to share in achieving a stronger organization, at each level, by sustaining growth through positive actions.

Ideas:

Unit

- Form a unit Past Presidents Parley
- Encourage past presidents to continue providing support through the process of sharing ‘best practices’ with members.

2. Promote and submit nominations for the Unit Member of the Year Award.

This award recognizes the contributions made by a valued unit member. Select one member to compete for department recognition by researching the criteria within your department and making a nomination; honor her within your department. Also honor the member in her unit for significant contributions made to the unit. Encourage other units to participate. All Unit Members of the Year are recognized at national convention.

Ideas:

Unit

- Select one member to compete for the department Unit Member of the Year award by researching the criteria within your department and personally making a nomination.
- Honor her within the unit.

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2. Promote and submit nominations for the Salute to Servicewomen Award. The Past Presidents Parley will continue to recognize the military service of female personnel, including the National Guard and Reserve components, representing each branch of service at the national convention. Committee contact: National Chairman

Ideas:

Unit

- Seek candidates to nominate for the Salute to Servicewomen Award. Assist in the application process.
- Honor all nominees at a unit function.

NATIONAL AWARD INFORMATION & DEADLINE

Past Presidents Parley Awards:

A. Unit Member of the Year Award:

- Only senior members in good standing are eligible.
- Current membership dues must be paid.
- The member cannot have obtained an elected or appointed leadership role higher than that of unit president.
- Selection is based on accomplishments, activities, etc., for the current administrative year.
- Years of membership are not a part of the criteria; the nominee may be a new member.
- All entry forms, including a narrative, must be completed and submitted by the deadline (see attached award forms for more details). The unit president and secretary must sign the entry form unless the nominee is one of them, in which case a past unit president must sign the entry form.
- Submit 5-8 pictures (.jpeg format) of nominee doing activities.
- The winning entry from each department should be postmarked by April 15, 2017, and sent to the Department Chairman.

B. Salute to Servicewomen Award:

- Nominees should be willing to attend the 2017 national convention in Reno, NV, if possible.
- All entry forms, including a narrative/YouTube video, must be completed and submitted by the deadline. A YouTube video can take the place of a written narrative. Please see awards form for details.
- Entry must have the nominee's name and address, unit name and number (if applicable) and most importantly, contact information for the servicewoman.
- One applicant for each branch of service per unit will be accepted.
- All entries must be postmarked by April 15, 2017, and sent to the Department Chairman.

Past Presidents Parley Reporting

An annual report is not required; however, a year-end summary and a mid-year progress report are suggested as tools to gauge the direction and effectiveness of department activities. Both narratives should be forwarded to the department chairman by **December 15, 2017**, for mid-year and **April 15, 2017**, for year-end. Contact information is provided on the front page of this program Plan.

How To Sheets

- How to Establish a Past Presidents Parley in Your Department
- How to Host a National-Level Visitor at Your Department
- How to Mentor a New Member

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Additional Resources You Can Use

See the Past Presidents Parley program page at www.ALAforVeterans.org for additional resources.

DEPARTMENT AWARD INFORMATION & DEADLINE

Past President's Parley Plaque

- Best Annual Report based on a narrative. Narrative sent to the Department Past President's Parley Chairman Susan Masten by **April 15, 2017**.

Jo Hrabak Plaque

Unit contributing the largest monetary donation to the Past Presidents Parley Nurses Scholarship Fund. Award will be determined by total dollars collected thru June 1st. To be calculated by Department HQs.

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Past Presidents Parley Committee

SALUTE TO SERVICEWOMEN AWARD NOMINATION FORM

Send Completed Form and Narrative to:

Susan Masten
419 Young Drive
Fairborn, Ohio 45324-5749

Established in 2003, this award has evolved from honoring women veterans to honoring women who are currently serving our country in the U.S. Army, Navy, Marine Corps, Air Force, and Coast Guard (including National Guard and Reserve components of each branch).

One servicewoman from each branch of service will be recognized at the American Legion Auxiliary National Convention. Recipients attend the later portion of the convention as guests of the Auxiliary. The 2016 National Convention is scheduled from August 26-Sept. 1, 2016 in Cincinnati, Ohio.

Nomination Criteria:

- A woman currently serving in the U.S. Armed Forces (active-duty or Reserves).
- Demonstrate a track record of exemplary service both in and out of uniform.
- A narrative or YouTube video that shows your servicewoman demonstrating exemplary service both in and out of uniform making her the future face of women in the military.
- Servicewoman must be willing to be a guest of the Auxiliary and speak to the general assembly of the American Legion Auxiliary National Convention.
- All nomination forms must be submitted by **April 15, 2017**.

YouTube Video Checklist

If you choose to submit a video, please be sure to check that your video:

- Does not contain any copyrighted music, video, images or text (not legally owned) is not set to "private;" your video must be public.
- is under 2GB in size
- is in .AVI, .MOV, .WMV, or .MPG file formats
- is 3 minutes or less in length

Next Steps:

- The nominating person or the servicewoman writes a narrative (750 words or less) or creates a YouTube video (3 minutes or less) that shows the nominated servicewoman demonstrating exemplary service both in and out of uniform making her the future face of women in the military.
- Form below must be completed and submitted by April 15, 2017, to Department Chairman Susan Masten. Written narratives should be attached. YouTube video links should be pasted in the box provided below.

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Servicewoman's Name:	
Servicewoman's Email:	
Servicewoman's Phone Number:	
Servicewoman's Branch of Service:	
Servicewoman's Rank:	
Servicewoman's Date of Enlistment:	
Servicewoman's Awards and Decorations, <i>if any</i> :	
Name of Person Making this Nomination, <i>if not the nominee</i> :	
Email of Person Making this Nomination, <i>if not the nominee</i> :	
Phone Number of Person Making this Nomination, <i>if not the nominee</i> :	
Is the servicewoman able to attend National Convention?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the servicewoman comfortable with public speaking?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Would servicewoman be willing to write a narrative/create a video?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Written Narrative: 1) please attach separate document to this form. 2) Or type narrative directly into the box to the right.	
YouTube Video: copy and paste your video link in the box to the right.	

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Past Presidents Parley Committee Award Entry Form

UNIT MEMBER OF THE YEAR AWARD

Send Completed Application and Narrative to:

Susan Masten
419 Young Drive
Fairborn, Ohio 45324-5749

A Unit Member of the Year from each department will be recognized annually at the American Legion Auxiliary National Convention.

Requirements:

- 1. Open to Senior members who are not in an elected or appointed leadership role higher than unit president.***
- 2. Unit must submit a narrative of 1,000 words or less describing the nominee's accomplishments and activities together with the nominee's name and address. And 5-8 pictures in jpeg format of nominee doing activities.***
- 3. Must be postmarked by April 15, 2017.***

<i>Nominating Unit</i>	
<i>PPP Chairman Information</i> <i>Name:</i> <i>Address:</i> <i>Email:</i> <i>Telephone Number:</i>	
<i>Nominee Information</i> <i>Name:</i> <i>Address:</i> <i>Email:</i> <i>Phone:</i>	
<i>Nominee's Unit Name and Number:</i>	

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AMERICAN LEGION AUXILIARY Department of Ohio



PAST PRESIDENTS PARLEY - NURSES' SCHOLARSHIP

2016-17 INSTRUCTIONS FOR THE 2017-18 SCHOOL YEAR

The American Legion Auxiliary Department of Ohio, Past Presidents Parley, has a program to assist students pursuing a degree in the nursing field. The scholarships are available from Department Headquarters or can be downloaded from the www.alaohio.org web site. Local Auxiliary Units should contact their local high schools on the availability of this scholarship. Order additional applications from: American Legion Auxiliary, Scholarship Coordinator, PO Box 2760, Zanesville, Ohio 43702-2760.

1. The applicant must be an honorably discharged veteran or a spouse, son or daughter (adopted, step, grand, or great-grand) of a living, deceased, or disabled honorably discharged veteran who served during these active war dates:
 - ◆ WORLD WAR I - April 6, 1917 to November 11, 1918
 - ◆ WORLD WAR II - December 7, 1941 to December 31, 1946
 - ◆ KOREAN WAR - June 25, 1950 to January 31, 1955
 - ◆ VIETNAM WAR - February 28, 1961 to May 7, 1975
 - ◆ LEBANON/GRENADA - August 24, 1982 to July 31, 1984
 - ◆ PANAMA - December 20, 1989 to January 31, 1990
 - ◆ DESERT STORM - August 2, 1990 to cessation
2. Attach to this application a **photocopy** of the veteran's Certificate of Release or Discharge from Active Duty (Form DD-214) or other government document showing time served on active military duty during the eligibility period(s) indicated above.
3. The applicant must be a resident of Ohio.
4. The applicant must be sponsored by an Ohio American Legion Auxiliary Unit.
5. The scholarship may be used at the nursing school of the student's choice. Proof of acceptance must be attached to application.
6. Accompanying the application must be three letters of recommendation from:
 - 1) A member of the clergy or a representative to attest to devotional beliefs.
 - 2) A representative of the community.
 - 3) The applicant stating his/her qualifications for the nursing profession.
8. The applicant must sign and date the application.
9. The completed application must be returned to the American Legion Auxiliary Unit by May 1, 2017.
10. The Unit President must sign the application and forward it by May 15, 2017, with all supporting documents, to the Department Past Presidents Parley Chairman:

Susan Masten
419 Young Drive
Fairborn, Ohio 45324-5749
Gclef419@yahoo.com

(Over for Application)

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PAST PRESIDENTS PARLEY - NURSES' SCHOLARSHIP

2016-17 APPLICATION FOR THE 2017-18 SCHOOL YEAR

Name of Applicant _____		Social Security Number _____ - ____ - ____	
Address _____		Birth Date ____/____/____	
City _____, Ohio _____		(____) _____ - ____	
City _____		Zip Code _____ Phone Number _____	
Email Address: _____			
_____ If deceased, give date of death _____			
Name of Veteran _____			
Veteran Affiliation : Wife <input type="checkbox"/>		Husband <input type="checkbox"/>	
(Indicate with (v)) Daughter <input type="checkbox"/>		Son <input type="checkbox"/>	
Adopted Daughter <input type="checkbox"/>		Adopted Son <input type="checkbox"/>	
Self <input type="checkbox"/>		Step-Daughter <input type="checkbox"/>	
Granddaughter <input type="checkbox"/>		Grandson <input type="checkbox"/>	
Great Granddaughter <input type="checkbox"/>		Great Grandson <input type="checkbox"/>	
Give a brief statement and date of Military Service of veteran _____			

Have you previously received a PPP Nurses Scholarship from the American Legion Auxiliary? Yes ____ No ____			
College Name and Address _____			

Current Enrollment _____			
Signature of Applicant _____		Date ____/____/____ (____) _____ - ____	
Signature of American Legion Auxiliary Unit President _____		District/Unit Number _____ Unit President's Phone Number _____	
Submit to: Susan Masten, 419 Young Drive, Fairborn, Ohio 45324-5749			