



Ohio Unit Plan of Action



AMERICANISM

CHAIRMAN

Debbie Miller
Post Office Box 272
Waterford, Ohio 45786-0272
(740) 984-1906 (home)
(740) 525-5250 (cell)
Email – debs4mms@aol.com

REPORT DUE :

(Essay Contest)

SEND REPORT TO :

VICE CHAIRMAN

Darlene Leiter
329 Lindale Avenue
Ashland, Ohio 44805-1537
(419) 289-2794 (home)
(419) 651-6598 (cell)
Email – darleiter@yahoo.com

April 15, 2018

****April 1 2018****

Your District Americanism Chairman

(address shown below)

CITATION OF MERIT



REQUIREMENT

District Americanism Chairmen

01	063	PAT	AGNER	1012 E. 2ND ST	OTTAWA	45875	(419) 523-6750	jagner@woh.rr.com
02	173	RUTH	PETERS	205 N. HAYES ST	BELLEFONTAINE	43311		rpeters3704@twc.com
03	776	DEBRA	SMITH	3300 WYOMING DR	XENIA	45385	(937) 838-5485	debor7anne@yahoo.com
04	530	LORI	JONES	990 GLASGOW DR	CINCINNATI	45240-2348	(513) 295-2064	loriannjones@gmail.com
05	257	DEB	SUTTERLIN	950 TWP RD 2506	PERRYSVILLE	44864	(330) 465-9230	
06	085	CHARLOTTE	FRAZIER	1728 SCIOTO WAY	NEWARK	43055	(740) 366-3360	blfrazier13@twc.com
07	062	PEGGY	PARK	PO BOX 32	CHILLICOTHE	45601-0032	(740) 775-5751	None
08	011	SUSANNE	FREELAND	904 LANRECO BLVD	LANCASTER	43130	(740) 654-2287	freelanddistrict8@gmail.com
09	214	MARTHA	SETLOCK	38504 COURTLAND DR	WILLOUGHBY	44094	(440) 951-2227	msetlock@sbcglobal.net
10	436	JULIE	MARTIN	12574 ISLANDVIEW AV NW	UNIONTOWN	44685	(330) 699-6268	msjulieamartin@aol.com
11	077	MARY	PADGETT	PO BOX 273	NEFFS	43940	(740) 671-9956	mlucy01@aol.com
12	144	VICKY	DALTON	1098 VIEWPOINTE DR	COLUMBUS	43207-7227	(614) 491-3551	
13	627	KIMM	BUNCH	3018 LINCOLN AVE	PARMA	44134	(216) 401-8842	kimmieb219@sbcglobal.net
14	464	LORI	SHIELDS	54 W. BARLOW	HUDSON	44236	(330) 352-7550	wtshields107@gmail.com

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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 _____	Membership Total As of Report _____	
Name of Person Completing Report:			Unit Chair.	Unit Pres.
Phone # _____	Email _____	Membership ID (if available)		
Specific Award Name(if applicable)				

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.

Essay Contest: April 1, 2018 Narrative Deadline: April 15, 2018

MAIL TO DISTRICT AMERICANISM CHAIRMAN

Answer the following Questions in your narrative and fill in the boxes at the bottom

- How did your Unit promote the Americanism essay contest? _____
- How did your Unit promote the flag program? _____
- How did your Unit promote patriotic holidays? _____
- How did your Unit encourage support of the flag amendment? _____
- Did your Unit support American Legion Americanism programs? How? _____
- How did your Unit promote Americanism in your community? _____

Program Summation:

Total Number of Volunteers	Total Number of Jr. Volunteers	Total Number of Volunteer Hours	Total Dollars Spent or Raised	Total Number of Patriotic/Veteran Programs/Events
			\$	

AMERICANISM

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

The Americanism Program promotes patriotism and responsible citizenship.

What can you do?

1. Be knowledgeable on flag history, etiquette and proper disposal methods; and promote the observation of patriotic holidays so your community will look to the ALA for information.

Ideas:

Member

- Publish flag etiquette tips in your newspaper and on social media.

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- Model respect for our flag at public events, such as sporting events.
- Volunteer for a local patriotic event.
- Sign up to receive notifications on when to display your flag at half-staff at www.legion.org.
- If you have an idea about how to promote Americanism, let your unit know.
- Assemble pocket flags to be distributed by units.
- Visit schools at the beginning of the school year to give some basic facts about our flag, our national anthem, and when we stand and put our hand over our heart at parades and ball games.

Unit

- Conduct a flag disposal ceremony.
- Host flag awareness events and communicate information:
 - In schools
 - At your post home
 - At public functions
- Participate in local patriotic holiday events.
- Organize a patriotic holiday event.
- Encourage local businesses to fly a flag, especially on patriotic holidays.
- Encourage members to fly a flag.
- Order pocket flag kits and distribute to members for assembly.
- Identify and distribute assembled pocket flags to active-duty military overseas.

2. Encourage members to vote and to support the amendment to protect the United States flag from desecration. The amendment currently reads, “The Congress shall have power to prohibit the physical desecration of the flag of the United States.”

Ideas:

Member

- Contact state and federal representatives, asking them to support the flag amendment.
- Vote.
- Encourage others to vote.
- Take your children/grandchildren with you when you vote – many places have kid-related voting.
- Recruit others to support the flag amendment by explaining what it is and why it is important.
- Attend the annual ALA Washington DC Conference (see www.ALAforVeterans.org for details).

Unit

- Encourage members to contact state and federal representatives, asking them to support the flag amendment.
- Encourage members to participate in Get Out the Vote and Kids Voting USA campaigns.
 - Guidelines: www.legion.org/vote and www.kidsvotingusa.org
- Encourage member participation at the annual ALA Washington DC Conference.

3. Increase participation in the Americanism Essay Contest. This year’s theme is “What can I personally do to promote Americanism in my school or community?”

Student Award: Americanism Essay Contest

Type of award: Citation, \$50 prize and additional \$50 donation added to the Children of Warriors National Presidents Scholarship Fund.

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Presented to: 30 students total, six from each division, one student for every class in each division

Materials and Guidelines:

- The contest shall include six classes.

Class	Grade Level	Word Requirement
I	3 and 4	150-250
II	5 and 6	250-300
III	7 and 8	350-400
IV	9 and 10	450-500
V	11 and 12	450-500
VI	Students with special needs	Word count should correspond with student's grade level.

- Students with special needs are defined as:
 - Those in special education classes
 - A student recommended for special education classes, but who has not been admitted due to a waiting list or various other factors
 - A child identified as having a disability, but not in a special education class due to lack of facilities; identification contingent upon discretion of school officials
- Entries must include the Americanism Essay Contest cover sheet found at the end of this program Plan.
- Unit winners are sent to the department Americanism chairman, following department guidelines.
- The department winning entry must be postmarked by April 15, 2017, and sent to the national division chairman (see front page of this program Plan for specific division contact information).
- National winners will be informed of their award via communication from National Headquarters directly following National Convention
 - At this time, a copy of the letter sent to the student along with a citation will be sent to the department to forward on to the unit. The department and unit should arrange a public recognition of the student's achievement.

Ideas:

Member

- Encourage your children/grandchildren to participate in the essay contests.
- Offer to contact schools or other organizations.
- Help judge the essays.

Unit

- Contact schools and other organizations such as the Young Marines, Girl Scouts and Boy Scouts, and 4-H about the essay contest.
- Offer incentives for essay winners.
- Encourage Junior members to participate in the essay contest.
- Create information packets explaining contest rules, deadline dates, theme and award opportunities.
- Contact the essay winner and their parents. Invite the parents to bring their child to your next Auxiliary meeting to read his/her winning essay. Provide refreshments.
- Work with school administration to identify guidance counselors, history teachers, etc., whose students would be interested in participating.
 - Arrange for a day with the schools (preferably during a student assembly) to present the essay winners with their prizes. Provide cash award and/or savings bond.

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- Invite media to attend the event
- Be sure to include this information on your unit report to your district, department and national chairman.

4. Participate in the promotion of American Legion Americanism programs.

Ideas:

Member

- Support American Legion Baseball.
 - Help with statistics.
 - Work the concession booth.
 - Donate to a team.
 - Contact local sports shops and ask if they would be willing to make donations toward a fundraiser or offer a discounted price to purchase needed items.
- Support the Oratorical Contest.
 - Help prepare post home to sponsor local or district contest.
 - Offer to be a judge or timekeeper.
 - Offer to help out with refreshments.
 - Provide transportation for candidates.
 - Help recruit candidates at local schools and other organizations.
 - Contact history teachers or debate coaches.
- Support the Junior Shooting Sports, which promotes gun safety and marksmanship training for youth.
 - Volunteer to help out with scoring, supervising or transportation.
 - Help recruit candidates at local schools and other organizations.
 - Contact JROTC at local schools.

Unit

- Work with the post and/or district Americanism chairman.
- Support American Legion Baseball.
 - Sponsor a team.
 - Help with statistics.
 - Man the concession booth.
 - Hold a fundraiser.
 - Drive the team to games.
- Support the Oratorical Contest either at your post level or district level.
 - Offer to provide volunteers as timekeepers or judges.
 - Offer to help out with refreshments.
 - Offer to host a contest.
 - Help recruit candidates at local schools and other organizations.
- Support Junior Shooting Sports, which promotes gun safety and marksmanship training for youth.
 - Offer to provide refreshments on event day.
 - Arrange transportation and/or supervision on event day.
 - Host an event at your post/unit home, if you have the space.

Additional Resources You Can Use

1. Emblem Sales: www.emblem.legion.org - flag education DVD: explains the history, significance, meaning, proper display and treatment of the U.S. flag. *Let's Be Right on Flag Etiquette* - a "question and answer" booklet on proper flag etiquette.

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2. The American Legion Flag Advocacy: www.legion.org/flag
3. The American Legion's *Action Program of Americanism* brochure: www.legion.org/publications
4. Capitol Building flags: To order flags flown over the Capitol, contact your congressional representative or senator or visit his/her website. Flags are available for a nominal fee; four to six weeks should be allowed for delivery.

Americanism Awards Deadlines and Submission Requirements:

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do, and why we matter. Just three simple steps to add your part to our national success story:

- 1) Please follow instructions as you fill out the National Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Awards Cover Sheet, deadlines, and Americanism committee contact information may be found on the Americanism committee page on the national website, www.ALAforVeterans.org.

- A. **Unit Award:** Dorothy Pearl Most Outstanding Unit Americanism Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- B. **Department Award:** Best Department Americanism Program
 - Deadline: June 1, 2018
 - Send to national division chairman postmarked or emailed by 5 p.m. EST on the deadline listed above.
- C. **Americanism Essay Contest**
 - 2017 – 2018 Theme: “What can I personally do to promote Americanism in my school or community?”
 - All department adjudicated entries must be sent by the department chairman to her national division chairman emailed or postmarked by April 15, 2018.

Americanism Reporting:

Mid-Year Reports

Mid-Year reports reflect the program work of units in the department, and are intended as an opportunity for mid-year correction. Each department Americanism chairman is required to submit a narrative report by **January 5, 2018** to the division Americanism chairman, plus copy the national Americanism chairman.

Year-End Reports

Annual reports reflect the program work of units in the department, and may result in a national award for participants if award requirements are met. Each department Americanism chairman is required to submit a

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narrative report by **May 15, 2018** to the division Americanism chairman, plus copy the national Americanism chairman. Members and units should follow their department's protocol and deadlines.

DEPARTMENT AWARD INFORMATION & DEADLINE

- NOTE: The Annual Report Forms must be sent to your **District** Americanism Chairmen. Reports are due by **April 15, 2018**. You are highly encouraged to send photos of your Unit conducting Americanism events and promoting the program. We hope to highlight your Units and its members during the Department Convention in July. Please send along with your narratives photos and clippings showing your Americanism.
- The **District Chairmen** Annual Reports are due to Department Americanism Chairman Debbie Miller, PO Box 272, Waterford, Ohio 45786-0272 by **May 1 2018**

MEMBERSHIP CATEGORIES

Group 1	10-50 members	Group 2	51-100 members
Group 3	101-200 members	Group 4	201-400 members
Group 5	401-600 members	Group 6	601 & up

Patricia Logan Plaque – This plaque is awarded to the Unit that has the most outstanding Americanism Program during the year. The winner will be selected from the First Place Winners in each membership category. **Due to District Chairman by April 15, 2018**

Best All-Around Americanism Program Certificates – Awarded to the Units that have promoted and carried out the best year-round Americanism program based on the Annual Report form and narrative. There will be a 1st, 2nd, and 3rd place winner selected from each membership category. **Due to District Chairman by April 15, 2018**.

Mary Walker Plaque – This plaque is given to the Unit that contributes the most money per capita to the Americanism and Government Test Trip Fund. Contributions are to be sent to Department Headquarters by **June 1, 2018** and earmarked “Americanism and Government Test Trip Fund”.

Americanism Spirit Essay Plaque – Given to the Unit Americanism Chairman submitting the best narrative entitled: “**What can I personally do to promote Americanism in my school or community?**” The entry is to be typed, double spaced, less than 1,000 words and may include clippings and pictures. A title page must include: Title of essay, District number, Unit Chairman's name and address, Membership goal, and Unit name and number. Send to Department Americanism Vice Chairman Darlene Leiter, 329 Lindale Ave, Ashland, Ohio 44805, by **April 1, 2018**.

Norma Frazier Plaque – Given to schools displaying the most outstanding Americanism program throughout the year. One plaque each is presented to a High School, Middle School and Elementary School. Send to Department Americanism Vice Chairman Darlene Leiter, 329 Lindale Ave, Ashland, Ohio 44805, by **April 1, 2018**.

Don't Forget, please forward photos and clippings of your Unit and its programs to your District and Department Chairman.

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AMERICANISM ESSAY CONTEST 2017 Cover Sheet

Each year, the American Legion Auxiliary (ALA) sponsors an Americanism Essay Contest for students in grades 3-12. Grade levels are divided into five classes. One award in each of the six classes will be presented in each division. Winners will receive \$50, and a \$50 honorarium in the student's name will be made to the Children of Warriors National Presidents' Scholarship fund. National winners will be posted at www.ALAforVeterans.org at the start of September.

Essay Title: "What can I personally do to promote Americanism in my school or community?"

Essay Classes:

Class	Grade Level	Word Requirement
I	3 and 4	150-250
II	5 and 6	250-300
III	7 and 8	350-400
IV	9 and 10	450-500
V	11 and 12	450-500
VI	Students with special needs	Word count should correspond with student's grade level.

Essay Checklist:

- ☐ Class competing in _____
- ☐ Sponsoring ALA Unit _____
- ☐ Typed or neatly written essay conforming to the word requirement for class
- ☐ Completed essay coversheet as first page of essay
- ☐ Word count of essay _____
- ☐ Due date for student to return to Unit _____

Student Completes this Information:

Student Name: _____

Address (Street, City, State, Zip): _____

Student E-mail Address: _____ Student phone: _____

School Name: _____

School City/State: _____

Teacher Name and Signature: _____

Auxiliary Use Only:

Sponsoring Unit Name/Number: _____

Signature of Unit Americanism Chairman: _____

Unit winner due to Department on: _____ Department: _____

Signature of Department Americanism Chairman: _____

Unit winner due to Department Americanism Vice Chairman Darlene Leiter, 329 Lindale Ave, Ashland, Ohio 44805, by **April 1, 2018**.

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THE 2017 - 18 ALL-AMERICAN ELEMENTARY SCHOOL REPORT

Unit Name _____ Unit # _____ District # _____

Unit Chairman _____

Address _____

City, State, Zip _____

Name of School _____

Address _____

City, State, Zip _____

Grades covered _____

1. Did the above school display the U.S. Flag in their classrooms and outside the school building? Y () N ()

2. Has the school certified that they recite the Pledge of Allegiance in each classroom daily? Y () N ()

3. Did the school participate in the National Americanism Essay Contest? Y () N ()

4. Did the school have a presentation on any of the following: Y () N ()
History and meaning of the Pledge of Allegiance; History of the U.S.
Flag; or Flag etiquette? Which ones? _____

5. Describe how the teachers promoted Americanism in the school. _____

6. Describe at least one Community Patriotic Activity that the students participated in.

7. In 100 words or less, why does this school warrant receiving the All-American School Award?

Please use the back or additional paper if needed. Pictures may be included. This report must be received by **April 15, 2018**. Mail to: Department Americanism Vice Chairman Darlene Leiter, 329 Lindale Ave., Ashland, Ohio 44805-1537 by **April 15, 2018**.

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THE 2017 - 18 ALL-AMERICAN MIDDLE SCHOOL REPORT

Unit Name _____ Unit # _____ District # _____

Unit Chairman _____

Address _____

City, State, Zip _____

Name of School _____

Address _____

City, State, Zip _____

Grades covered _____

1. Did the above school display the U.S. Flag in their classrooms and outside the school building? Y () N ()

2. Has the school certified that they recite the Pledge of Allegiance in each classroom daily? Y () N ()

3. Did the school participate in the National Americanism Essay Contest? Y () N ()

4. Did the school have a presentation on any of the following: Y () N ()

History and meaning of the Pledge of Allegiance; History of the U.S. Flag; or Flag etiquette? Which ones? _____

5. Describe how the teachers promoted Americanism in the school. _____

6. Describe at least one Community Patriotic Activity that the students participated in.

7. In 100 words or less, why does this school warrant receiving the All-American School Award?

Please use the back or additional paper if needed. Pictures may be included. This report must be received by **April 15, 2018**. Mail to: Department Americanism Vice Chairman Darlene Leiter, 329 Lindale Ave., Ashland, Ohio 44805-1537, by **April 15, 2018**.

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THE 2017 - 18 ALL-AMERICAN HIGH SCHOOL REPORT

Unit Name _____ Unit # _____ District # _____

Unit Chairman _____

Address _____

City, State, Zip _____

Name of School _____

Address _____

City, State, Zip _____

Grades covered _____

1. Did the above school display the U.S. Flag in their classrooms and outside the school building? Y () N ()

2. Has the school certified that they recite the Pledge of Allegiance in each classroom daily? Y () N ()

3. Did the school participate in the National Americanism Essay Contest? Y () N ()

4. Did the school have a presentation on any of the following: Y () N ()

History and meaning of the Pledge of Allegiance; History of the U.S. Flag; or Flag etiquette? Which ones? _____

5. Describe how the teachers promoted Americanism in the school. _____

6. Describe at least one Community Patriotic Activity that the students participated in.

7. In 100 words or less, why does this school warrant receiving the All-American School Award?

Please use the back or additional paper if needed. Pictures may be included. This report must be received by **April 15, 2018**. Mail to: Department Americanism Vice Chairman Darlene Leiter, 329 Lindale Ave., Ashland, Ohio 44805-1537, by **April 15, 2018**.

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American Legion Auxiliary National Report and Award Cover Sheet

PLEASE BE AWARE THE AWARDS AND REPORTING PROCESSES HAVE CHANGED. READ THE FOLLOWING INFORMATION CLOSELY TO ENSURE THAT YOU HAVE SUPPLIED ALL NEEDED INFORMATION.

Member: The National Report and Award Cover Sheet should be attached if you are reporting. Submission may make you or your unit/department eligible for a national award.

Department Chairman and Unit Chairman: This cover sheet should be attached to each narrative submitted as a year-end report or if you are applying for a department or unit national award.

- Send all award entries/year-end narrative reports to the appropriate program's division chairman unless otherwise noted in the Annual Supplement to the Programs Action Plan.
- All year-end narratives will be judged as award entries.
- Award winners are announced in the respective committee "pre-con" meeting prior to the start of ALA National Convention. All awards will be mailed to the winners' department headquarters at the close of ALA National Convention.

To all submitting this form:

Submissions become property of the American Legion Auxiliary National Headquarters. Through submission of reports and award entries, the submitter grants nonexclusive reproduction and publication rights to the materials submitted, and agrees to have their names and submission published for ALA use or commercial use without additional compensation or permission.

Please fill out the information as completely and accurately as possible. Award certificates will be completed using the information given on this sheet, so please be sure to complete the form in its entirety. For your convenience, a fillable version of this form is available online at www.ALAforVeterans.org.

For the award for which you wish to be considered, please refer to the 2017-2022 Programs Action Plan at www.ALAforVeterans.org for the specific criteria such as photographs, narrative length, submission deadline, and point of contact. Please include all required documentation along with your submission of the National Report and Award Cover Sheet. All awards will be mailed to the department office after ALA National Convention. Department presidents may wish to recognize award recipients by presenting them with the award at a department function.

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American Legion Auxiliary National Report and Award Cover Sheet

Please note, your report will also be viewed as an award entry.

Complete the following if you are applying for a member award. Be sure to give the complete name of the member. The award certificate will be prepared using the information you include below.

Unit #: _____ Full official unit name: _____

Name of state where you are a member: _____

Member Name: _____ ALA member ID#: _____

Nominating Member (if different from above): _____

Nominator's Phone number: (____) _____

Nominator's Email address: _____

National committee sponsoring award: _____

Type of Award: ☐ Department ☐ Unit ☐ Member

Name of the award you are applying for: _____

For a unit award or to submit a year-end unit narrative report, please complete this section. Be sure to give the complete name of your unit. The award certificate will be prepared using the information you include below.

Unit #: _____ Full official unit name: _____

Name of department: _____

Unit president/chairman (circle one) name: _____

Above listed person's ALA member ID#: _____ Phone number: (____) _____

Email address: _____

For a department award or to submit a year-end department narrative report, please complete this section:

Name of department: _____

Name of department chairman: _____

Chairman's phone number: (____) _____ ALA member ID#: _____

Chairman's email address: _____

Please see your committee's Annual Supplement to the Programs Action Plan to determine where to send this form.