



# Department of Ohio Plan of Action



## PAST PRESIDENTS PARLEY

### CHAIRMAN

Shirley Maurer  
06247 St Rt 219  
New Knoxville, Ohio 45871  
(419) 753-2486 (home)  
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**REPORT DUE : April 15, 2020**

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. A Unit must submit a narrative in order to receive credit for an award submission or Citation of Merit. Narrative - there is no word count requirement. Simple or elaborate stories will be accepted as a report. <b>Please complete the following.</b> 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.

### 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
			\$	

**The National Cover Sheet is included on the backside of this form.**  
**Please fill out the Unit or Member Portion and send with your Narrative. Send your narrative, this report form and National Cover Sheet to your District or Department Chairman.**

**Mail to Department Past Presidents Parley Chairman:**

Shirley Maurer, 06247 St Rt 219, New Knoxville, Ohio 45871

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## American Legion Auxiliary National Report and Award Cover Sheet

See the Annual Supplement to the Programs Action Plan to determine where to send this form.  
**Please note, your report will also be viewed as an award entry if this cover sheet is attached.**

**Complete the following if you are applying for a member award.**

Unit #: \_\_\_\_\_ Full official unit name: \_\_\_\_\_

Name of state where you are a member: \_\_\_\_\_

Member's Full Name: \_\_\_\_\_ ALA member ID#: \_\_\_\_\_

Nominating Member (if different from above): \_\_\_\_\_

Nominator's Phone number: (\_\_\_\_) \_\_\_\_\_

Nominator's Email address: \_\_\_\_\_

National committee sponsoring award: \_\_\_\_\_

Name of the award you are applying for: \_\_\_\_\_

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**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: \_\_\_\_\_

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**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: \_\_\_\_\_

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## PAST PRESIDENTS PARLEY

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

The purpose of the Past Presidents Parley (PPP) 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. Past Presidents Parley and the 2014-2019 ALA 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 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.
- 2) Provide details/examples about the activity as outlined in the award's materials and guidelines section.
- 3) Submit to PPP Dept. Chairman Shirley Maurer.

#### A. **Member Award:** Unit Member of the Year

- Deadline: April 15, 2020
- Must submit Unit Member of the Year Award Form
- Sent to PPP Dept. Chairman Shirley Maurer

Presented to: a senior member in good standing who hasn't obtained an elected or appointed leadership role higher than that of unit president.

Materials and guidelines

- 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. 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. Please see Unit Member of the Year Award form for more information.

#### B. **National Award:** Salute to Servicewomen

- Deadline: April 15, 2020
- Must submit Salute to Servicewomen Award Nomination Form to PPP Dept. Chairman Shirley Maurer

Presented to: One servicewoman in each branch of the U.S. Armed Forces

Materials and guidelines:

- Nominees should be willing to attend National Convention, 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 Salute to Servicewomen Award Nomination Form for more information.

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- 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.

### **Past Presidents Parley Reporting:**

An annual report is not required; however, an annual summary and a mid-year progress report are suggested as tools to gauge the direction and effectiveness of department activities. Both narratives should be submitted to PPP Dept. Chairman Shirley Maurer.

### **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 Shirley Maurer by April 15, 2020.

#### **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 1<sup>st</sup>. To be calculated by Department HQs.

*Past Presidents Parley Committee*

## **SALUTE TO SERVICEWOMEN AWARD NOMINATION FORM**

Send Completed Form and Narrative to:

Shirley Maurer  
06247 St Rt 219  
New Knoxville, Ohio 45871

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 winner is announced annually at the National Convention.

### **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.

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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.	

- All nomination forms must be submitted by **April 15, 2020**.

### 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

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### **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, 2020 to Department Chairman Shirley Maurer. Written narratives should be attached. YouTube video links should be pasted in the box provided below.

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*Past Presidents Parley Committee Award Entry Form*

## **UNIT MEMBER OF THE YEAR AWARD**

Send Completed Application and Narrative to:

Shirley Maurer  
06247 St Rt 219  
New Knoxville, Ohio 45871

***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, 2020.***

<i>Nominating Unit</i>	
<b><i>PPP Chairman Information</i></b>  <i>Name:</i>  <i>Address:</i>  <i>Email:</i>  <i>Telephone Number:</i>	
<b><i>Nominee Information</i></b>  <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

#### **2019-20 INSTRUCTIONS FOR THE 2020-21 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: American Legion Auxiliary, Scholarship Coordinator PO Box 2760, Zanesville, Ohio 43702-2760 or can be downloaded from the [www.alaohio.org](http://www.alaohio.org) web site found under the Scholarship tab. Local Auxiliary Units should contact their local high schools on the availability of this scholarship.

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:
  - ◆ Due to the July 30, 2019, signing of the Let Everyone Get Involved with Opportunities for National Service – The LEGION ACT – eligibility for membership in The American Legion has been changed from the former seven war eras to two:
    1. April 6, 1917 – Nov. 11, 1918
    2. Dec. 7, 1941 – current.
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.
7. The applicant must sign and date the application.
8. The completed application must be returned to the American Legion Auxiliary Unit by May 1, 2020
9. The Unit President must sign the application and forward it by May 15, 2019, with all supporting documents, to the Department Past Presidents Parley Chairman:

Shirley Maurer  
06247 St Rt 219  
New Knoxville, Ohio 45871

*(Over for Application)*

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## PAST PRESIDENTS PARLEY - NURSES' SCHOLARSHIP

### 2019-20 APPLICATION FOR THE 2020-21 SCHOOL YEAR

Name of Applicant _____					
Address _____		Birth Date ____/____/____			
City _____, Ohio _____		(____) _____ - _____			
Zip Code		Phone Number			
Email Address: _____					
Name of Veteran _____					
Veteran Affiliation :	Wife	<input type="checkbox"/>	Husband	<input type="checkbox"/>	
(Indicate with (s))	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"/>	Step-Son	<input type="checkbox"/>
		Granddaughter	<input type="checkbox"/>	Grandson	<input type="checkbox"/>
		Great Granddaughter	<input type="checkbox"/>	Great Grandson	<input type="checkbox"/>
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 ____/____/____		(____) _____ - _____	
		Phone Number			
Signature of American Legion Auxiliary Unit President _____		District/Unit Number ____/____		(____) _____ - _____	
		Unit President's Phone Number			
Submit to: Shirley Maurer, 6247 St Rt 219, New Knoxville, Ohio 43469					