



Ohio Unit Plan of Action



CHILDREN & YOUTH

CHAIRMAN

Patricia Miller
400 May Ave.
Cuyahoga Falls, OH 44221
(330-928-4448 (home))
(330) 212-1411 (cell)

VICE CHAIRMAN

Deborah Sutterlin
950 TWP RD 2506
Perrysville, OH 44864
(330) 465-9230

CITATION OF MERIT



REQUIREMENT

Email – pattym54@yahoo.com

Email – debsutterlin270@gmail.com

REPORT DUE TO DISTRICT

April 15, 2023, to

CHAIRMAN BY:

DISTRICT CHAIRMAN

DISTRICT CHAIRMAN SEND TO DEPARTMENTS CHAIRMAN

BY MAY 1, 2023

Your District Children & Youth Chairman

(address shown below)

District Children and Youth Chairmen

<u>01</u>	265	BETSY	HICKS	14603 CO RD J	WAUSEON	OH	43567	(419) 354-4461	betsyhicks@sismail.net
<u>02</u>	<u>387</u>	KIM	SEAVER	711 OAKWOOD DR	MINSTER	OH	45865	(937) 726-3173	kseaver30@gmail.com
<u>03</u>	707	KRISTA	CARPENTER	115 LOWRY DR.	WEST MILTON	OH	45383	(937) 216-8788	kristacarpenter115@gmail.com
<u>04</u>	194	SUSAN	SEWELL	6967 HIDDEN RIDGE DR	WEST CHESTER	OH	45069	(513) 518-1233	sewell1954@yahoo.com
<u>05</u>	<u>397</u>	RITA	HART	380 SALEM DR APT B	VERMILLION	OH	44089	(440) 213-1306	rhart@mercy.com
<u>06</u>	710	HOPE	EATON	3964 COUNTY RD 217	MARENGO	OH	43334	(419) 210-6088	hopeeaton90@gmail.com
<u>07</u>	633	STACY	BURCHETT	13339 SINKING SPRING RD.	PEEBLES	OH	45660	(937) 798-3179	jstacy858@gmail.com
<u>08</u>	637	CAROL	KITZMILLER	12126 6 TH AVE	MILLERSPORT	OH	43046	(740) 467-2234	Ckitz62@gmail.com
<u>09</u>	151	CHRISTINE	BETTS	463 MILL STREET	CONNEAUT	OH	44030	(440)-265-8161	
<u>10</u>	131	ALYCE	BARNES	44609 Y & O RD	WELLSVILLE	OH	43968	(330) 383-8941	alyce.barnes@gmail.com
<u>11</u>	389	JEANNE	GINTHER	200 PENNOCK DR. LOT 46	BEVERLY	OH	45715	(740) 434-3815	jet1697@yahoo.com
<u>12</u>	144	KAY	HAYMAN	2649 MCCOMB RD	GROVE CITY	OH	43123	(614) 537-4359	kaybh@juno.com
<u>13</u>	091	STACEY	LEHMANN	3288 W 144 TH ST	CLEVELAND	OH	44111	(440) 465-3868	stacey_m15@hotmail.com
<u>14</u>	566	JENNIFER	ROBINSON	PO BOX 453	LAKEMORE	OH	44250	(234) 312-7714	NONE

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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. A Unit must submit a this report form with boxes completed and answer the questions below in order to earn the Citation of Merit. Narrative - word count must follow directions given in award guidelines. Simple or elaborate stories will be accepted as a report. Please complete the following. Be sure to give the complete name of your Unit: _____			
District _____	Unit # _____	Unit Membership Goal _____	Unit 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) _____			

Answer the following Questions in your narrative.

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.

Please include the hours and money spent for each question.

- What did your Unit do for awareness to protect, care for and support children and youth? (bullying, youth suicide, drugs, Halloween safety, violence safety, etc.) _____

- How did you serve the homeless/needy children in your community? _____

- How did your Unit find children/youth to nominate for the Youth Hero Award and the Good Deed Award? Did you nominate any children for the awards and how many nominations of each? Did you honor those you nominated? And if so, how did you do it? _____

- Did your Unit participate in the Kids of Deployed Heroes 2 (KDH2) honoring military children? What did your Unit do to participate? Did you do other activities to support military and veterans' children? Did you participate in National Military Children April 15th? Did you promote to others to wear purple April 15th? _____

- How did your Unit support the American Legion Children & Youth program (Child Welfare Foundation, and the American Legion Veterans and Children Foundation-example 100 miles of Hope donations, National Family Week Nov. 20-26, 2022, and April Children & Youth month, etc.) _____

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- What other activities did your Unit do to support Children and Youth that aren't listed above? (Stuff the Sack, parties, drive-ins, literature handouts, etc.) _____

- Please be sure to include the \$.25 assessment per paid member (\$.25 times 100 members = \$25.) in the total on line 14 under the unit column. Also, save your receipts throughout the year to complete the dollar amounts. \$ _____
- Did you remember to include your hours and dollars spent for each question above? If not, please go back and include those hours and dollars on the lines above for each activity.

Below is the portion of the Unit Impact Report Form that National is requiring Departments to report on. The line numbers reference the Member/Unit Impact Report that will be included in the Kit of Reports.

1. Our ALA Service for Youth

	Service for Children & Youth	Obtain Total From	Member +	Unit =	Total
Line 13	Total hours for other Legion Family youth activities	<i>Member Form Line 9</i>		N/A	
Line 14	Dollars spent on goods for youth activities	<i>Member Form Line 10</i>	\$	\$	\$
Line 15	Dollar amount of direct cash aid to help a needy child	<i>Member Form Line 11</i>	\$	\$	\$
Line 16	All other UNIT expenses (parties, dinners, paper goods, trophies)	Unit Records	N/A	\$	\$
Line 17	Total number of children/youth served	<i>Member Form Line 12</i>			
Line 18	Donations to all other child service charities	<i>Member Form Line 13</i>	\$	\$	\$

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American Legion Auxiliary National Children & Youth Report and Award Cover Sheet

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: _____

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 instructions on previous page about where to send this form.

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Key Program Statements

- The Children & Youth program emphasizes protecting, caring for, and supporting children and youth, particularly those of veterans' and military families.
- To recognize and reward the positive actions of our children and youth, the American Legion Auxiliary has two special national awards bestowed to youth nominated by units: the Youth Hero Award and the Good Deed Award.
- Kids of Deployed are Heroes 2 (KDH2) is an initiative honoring military children who may be experiencing a separation from one or both parents, whether deployed to a war zone, having a short tour or on an extended temporary duty assignment.
- The American Legion Auxiliary Children & Youth program strives to support and promote the [Children & Youth Program](#) of The American Legion.

1. **Objective Goal:** The Unit will emphasize protecting, caring for and supporting the children and youth, particularly those of veterans' and military families. The Unit will also support the family unit. In April, Units can participate in and support the Children & Youth Month.
 - a. **Action Step:** The Unit can protect and care for children by providing literature and an awareness about youth suicide, bullying, drugs, violence, and alcohol addiction. Set up educational programs for adult awareness of issues affecting the children and youth. Setup workshops with professionals for children regarding the above issues.
 - b. **Action Step:** The Unit can support the children and youth by having activities for them such as: Halloween Trunk or Treat, holiday parties, monthly birthday parties for a particular group, themed parties, scavenger hunts, dinner for sport teams, a luncheon with veterans, etc. The Unit can promote the Children and Youth patch in the Junior Activities program.
 - c. **Action Step:** Plan an event for families new to the community, especially any military families, possibly before or close to the beginning of the school year. Invite other families and members of the community, especially those of other youth organizations. This would give parents and children a chance to meet other community members. This will help parents to network with other parents and the children will meet some children, so they see a familiar face at school. Make them aware of the youth activities available in the area by having representatives of those organizations at your event.
 - d. **Action Step:** Contact foster care agencies, developmental disability schools, home schooling groups as well as regular schools, churches, day care facilities, after school programs, and others to provide children with educational material and to support them with safe activities.
2. **Objective Goal:** The Unit will identify and honor youth by nominating children and youth for the Youth Hero Award and Good Deed Award.
 - a. **Action Step:** The Unit can contact school guidance counselors and teachers, church pastors or groups, youth organizations such as Boy Scouts and Girl Scouts, FFA and 4-H, local newspapers, and social media to identify those eligible for the awards. Publicize these awards in various Medias such as the newspapers, radio, and social Medias. Honor the recipients at a meeting or with a luncheon/dinner.
3. **Objective Goal:** The Unit will initiate honoring military children who are experiencing separation from one or both parents whether deployed to a war zone, having a short tour of duty, or an extended temporary duty assignment.
 - a. **Action Step:** Kids of Deployed are Heroes 2 (KDH2) Contact your service officer to connect to kids of deployed parent/parents. The Unit can print stickers from the National website to

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- give to kids who are military children. You can make buttons for grandparents/parents to wear honoring a military child. You can have a special event for the military children.
- b. **Action Step:** April is Military Children's Month. Communicate with the media (newspapers, radio, social) to know that wearing purple on April 15th will honor military children and encourage people to do so. Maybe plan a contest or something to promote others wearing purple.
 - c. **Action Step:** Set up a Military Children's' Table and explain what each item means. This could be done in a store front or the library with the meaning of everything on a trifold.
 - d. **Action Step:** Work with the American Legion and identify children/youth to participate in the American Legion Oratorical Contest, American Legion Baseball, and American Legion Junior Shooting Sports.
 - e. **Action Step:** To help the American Legion to support the Temporary Financial Assistance program.
4. **Objective Goal:** The Unit will support homeless and needy children in the community.
- a. **Action Step:** To be aware of the homeless/needy children in your community, contact your schools, local churches, homeless shelters, and food pantries. Find out what they need and provide it directly to the children or through a contact. Provide backpacks filled with school supplies to the schools. Adopt a homeless family if that is possible. Provide the homeless children a birthday party.
 - b. Support special needs children by hosting a dinner for Special Olympics teams or team members, as well as those sports and activities mention in 3d above.
5. **Objective Goal:** Each Unit will support the Department/District/Unit Juniors projects for the year.
- a. **Action Step:** The Unit can provide financial donations, in-kind donations or physical assistance, as needed.

CHILDREN & YOUTH RESOURCES

- Children & Youth National Facebook page:
<https://www.facebook.com/groups/ALAChildrenandYouth/>
- ALA National website: <https://member.legion-aux.org/member/committees/children-and-youth>
- Emblem Sales: <https://emblem.legion.org>
- The American Legion Child Welfare Foundation (ALCWF) www.cwf-inc.org

Year-End Report

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 Unit Children & Youth chairman is recommended to submit a narrative report by April 15, 2023, to the District Children & Youth Chairman.** (addresses on front of POA)

NATIONAL AWARD INFORMATION & DEADLINE

Most Outstanding Unit Children & Youth Program Award – one per division. The Miriam Junge Plaque winner will be sent on to National to compete for this National Award.

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DEPARTMENT AWARD INFORMATION & DEADLINES

- NOTE: The Annual Report Forms must be sent to your **District Children & Youth Chairman**. Reports are due by **April 15, 2023**. You are highly encouraged to send photos of your Unit conducting Children & Youth activities and promoting the program. We hope to highlight your Units and its members during the Department Convention. Please send along with your narratives, photos, and clippings.
- The **District Chairmen** Annual Reports are due to Department Children & Youth Chairman and is due by **May 1, 2023**.

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 and up

Leta Zeller Plaque – This plaque will be presented at Department Convention to the District President with the "Highest Percentage" of Units contributing to The American Legion Child Welfare Foundation by June 1st. Department Headquarters will calculate all donations and determine winner.

Miriam Junge Plaque – This plaque will be presented at Department Convention to the Unit Chairman promoting the most outstanding report for the "Best Year-Round Children & Youth Program." All entries are to be sent by **April 15, 2023**, to **District Children & Youth Chairman**. District Chairman will send all winning entries to Department Chairman by **May 1, 2023**, along with report forms.

Certificate of Participation – A Certificate of Participation will be awarded at the Department Summer Convention **for those Units who submit a narrative which tells how they celebrated the children and youth of their community with three (3) events during the year.** These events can be seasonal celebrations and/or educational events. Narrative must be typed in narrative form, contain 300 words or less and may include photographs and news articles. Please send these narratives to Children & Youth Chairman, Patricia Miller, 400 May Drive, Cuyahoga Falls, OH 44221-4754 by **April 15, 2023**.

Youth Hero and Good Deed Award – The **Good Deed Award** is for a youth under 18 years of age, who demonstrates leadership roles in community service. A specific deed should be present. The **Youth Hero Award** is for a youth under 18 years of age, who demonstrates a physical act of valor. Unit must certify the award form and then mail to: American Legion Auxiliary, Department of Ohio, PO Box 2760, Zanesville, OH 43702-2760, Attn. Department Secretary. The Department Secretary will certify the application and forward it to National Headquarters. The National President will sign the award and return it to be presented to the youth.

Share a favorite story on the Children and Youth Facebook page <https://www.facebook.com/groups/ALACHildrenandYouth/> Thank you for taking the time to share a favorite story about the positive impact you or someone you know has had on our mission! Your story may inspire another member into service. It also helps us tell the world who we are, what we do and why we matter.

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American Legion Auxiliary Youth Hero and Good Deed Award Nomination Form

NAME OF YOUTH _____

Youth's Age _____ Male Female Date of Deed _____

Submitted by Unit # _____ Dept. of _____

Description of bravery and/or deed performed by youth (to be completed by unit)

- **Good Deed Award** – Youth should demonstrate leadership role in community service, specific deed should be present
- **Youth Hero Award** - Youth should demonstrate a physical act of valor

Attach extra pages as need. Please attach news clippings or include website to verify the deed being recognized.

UNIT CERTIFICATION (MUST BE CERTIFIED BY TWO UNIT MEMBERS)

Unit Member _____ Date _____

Unit Member _____ Date _____

Units should send completed applications to their department secretary.

DEPARTMENT SECRETARY CERTIFICATION

Name _____ Date: _____

Department secretary mail nomination to: ALA National Headquarters, 3450 Founders Road, Indianapolis, IN 46268, or email to Children&Youth@ALAforVeterans.org. Awards will be shipped at no cost.

Please ship to:

Name _____ Address _____

City _____ State _____ ZIP _____

Phone _____ Email _____

Please use this form for all Youth Hero and Good Deed Award nominations. For more information, contact National Headquarters at Children&Youth@ALAforVeterans.org or (317) 569-4500.

NATIONAL HEADQUARTERS USE ONLY

Youth Hero Award Good Deed Award

Date received _____ Date shipped _____