



# Ohio Unit Plan of Action



## LEGISLATIVE

### CHAIRMAN

Cindy Boehnlein  
6669 Rochelle Blvd.  
Parma Heights, OH 44130  
(440) 212-5150 (cell)

Email – [cboehnlein55@gmail.com](mailto:cboehnlein55@gmail.com)

### CITATION OF MERIT



### REQUIREMENT

**REPORT DUE: April 15, 2024**

#### 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.

- Did your members subscribe to the American Legion Legislative Action Alerts? \_\_\_\_\_  
If so, how many? \_\_\_\_\_
- Did your members utilize the **Grassroots Action Center** voter voice page from [www.legion.org/legislative](http://www.legion.org/legislative). If so, how many? \_\_\_\_\_
- How did you educate members on the legislative issues of the 118<sup>th</sup> and 119<sup>th</sup> Congressional legislative agenda promoted by The American Legion and how did your members employ those methods? \_\_\_\_\_  
\_\_\_\_\_
- Did your members write, email, or call their representatives, other than [www.legion.org/action](http://www.legion.org/action) on American Legion priorities? \_\_\_\_\_ How many members? \_\_\_\_\_ How many responses? \_\_\_\_\_ Please attached copies of letters sent/received.
- Please describe how members were able to connect with their local, state and US officials and what were their successes? \_\_\_\_\_  
\_\_\_\_\_
- What legislative activities (town hall meetings, legislative receptions, working the polls, etc.) did members attend in your communities? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## LEGISLATIVE

### Get Involved

**Purpose:** The purpose of the Legislative Committee is to provide information and assistance to American Legion Auxiliary members to advocate for the legislative agenda of The American Legion. *Standing Rule #5, National Committees – Mission Outreach*

- Visit The American Legion’s Legislative Website at [www.legion.org/legislative](http://www.legion.org/legislative) to keep current on legislative priorities.
  - The site contains the Legion’s legislative priority sheets and point papers, available for download. The priority/drop sheets outline the Legion’s priorities, and you can “drop” these in your elected official’s office. The point papers provide more information on the issue and the Legion’s position.
- Host a Meet the Candidates Night – a question-and-answer session where all candidates for a specific election are invited to answer questions. It is not intended to be a debate.  
<https://member.legion-aux.org/Member/Committees/Legislative/How-to-Host-a-Meet-the-Candidate-Night>
- Sign up for Legislative Alerts: Subscribe to the Legion’s Legislative Action Alerts to receive notification when they call on all Legion Family members to take immediate action on a topic  
<https://www.legion.org/action> or <https://www.votervoice.net/AmericanLegion/Register>
- Contact Your Representatives: <https://www.votervoice.net/AmericanLegion/Address>
- Download a copy of the ALA Legislative Advocacy Guide and follow the suggestions it contains to help build legislative awareness in your community.  
<https://www.legion-aux.org/Member/Guides/Advocacy-Guide>

**OHIO** - To be aware of the Legislative Points of the American Legion

- Have members subscribe to The American Legion Action Alerts and The American Legion Legislative Update.
- Send messages from [www.Legion.org/action](http://www.Legion.org/action) Grassroots Action Center.
- Invite the department chairman to your Unit meeting to explain how the department initiates legislative advocacy and how each Unit can play a role.

**OHIO** - Educating Unit members by going over the steps outlined by the ALA Legislative Advocacy Guide. This can be downloaded for free.

- Choose a different legislative priority each month to discuss at the Unit meeting.
- Help members draft letters. The information can be obtained right from the Grassroots Center to send to the representatives.
- Provide copies for the Post too. Mailed letters have a great impact.
- Actively post The American Legion’s Legislative Priorities on social media.

**OHIO** - Making your local, state and national-level public officials aware of The American Legion Legislative Agenda.

- Work with your Legion counterpart to make arrangements for Legion Family members to meet with the respective congressional delegation while on recess and in their home districts.
- Complete the Legion’s “Congressional Meeting Report Form” following any meeting with your U.S. representative, U.S. senator and/or their legislative staff members. Go to: <https://www.legion.org/legislative/aar> to complete the form.

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- Serve on The American Legion Auxiliary's "National Legislative Mini-Council." Please send the completed Mini-Council form to Cindy Boehnlein so that you can be added to our Ohio group. Zoom meetings will be held to update you on Legion Alerts.

## **OHIO** - Engage our Juniors

- Assist the Juniors to earn their Grade 9-12 Americanism patch by completing Activity 10 on the Blue Level 3 check sheet.
- Write letters or send emails to the State and U.S. Legislators regarding Veterans or the American Flag Amendment.

## **LEGISLATIVE RESOURCES**

- Legislative National Facebook Group: <https://www.facebook.com/groups/ALALegislative>
- ALA National website: <https://member.legion-aux.org/member/committees/legislative>
- The American Legion website: <https://www.legion.org/legislative>
- ALA Legislative Ohio Facebook Group (for more on Ohio updates and contests) <https://www.facebook.com/groups/ALALegislativeOhio>

## **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 Legislative chairman is required to submit a narrative report by April 15, 2024, to the Department Legislative Chairman.** (address on front of POA). Chairman prefers to receive reports by email, however, please mail a hard copy as well.

## **NATIONAL AWARD INFORMATION & DEADLINES**

**Most Outstanding Unit Legislative Program** – one per division. The Emma McBane Plaque winner will be sent by the Department Chairman, on to National to compete for this National Award.

## **DEPARTMENT AWARD INFORMATION & DEADLINE**

**Emma McBane Plaque** – Presented to the Unit with the best all-around Legislative program based on the annual report form and a Narrative.

### **Guidelines:**

- Entry must be typewritten in narrative form and must tell the story of legislative activism and how it made a difference in the lives of veterans and their families.
- Please include pictures and newspaper articles.
- Please include copies of letters/emails sent.
- Entry must include the Legislative Plan of Action Report form page with the Unit Award section completely filled in.
- Send to the Department Legislative Chairman Cindy Boehnlein, 6669 Rochelle Blvd., Parma Heights, OH 44130, by **April 15, 2024.**

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### **CERTIFICATES**

Will be presented to all Unit members, to include all Juniors and young SAL, that have written and/or received replies from letters or emails sent to various legislators. You may include the Activity List of the Confirmation e-mail from the @Votervoice.net – American Legion response. Those replies must be attached to the Legislative Annual Report and sent to the Department Legislative Chairman, Cindy Boehnlein, 6669 Rochelle Blvd., Parma Heights, OH 44130, by **April 15, 2024**.

- Junior Certificates will be awarded at their Department Junior Convention

### **Special Member Drawing** – Incentive to be awarded at Department Convention

- Any member that has their picture taken with their U.S. House of Representatives or Senators, or local Representatives, will have their name put into a drawing for a Capitol Hill commemorative coin made from actual marble from the U.S. Capitol. This picture must be included with the Unit Year-End report with the member's name for the drawing.
- Any member that has communicated with their Reps, sent and/or received an answer, will have their name put into a drawing for a 20-ounce Hero insulated coffee cup. You will get an entry for every letter you wrote to include the Activity List from the Confirmation e-mail of the @VoterVoice.net – American Legion response.

If a Unit only completes the Annual Report Form and does not do a narrative, they will still receive credit as having completed a report and be eligible for the Citation of Merit. However, if the report shows all zeros or blank information, this will not qualify as a report.

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! 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

In the Spirit of Service Not Self for Veterans, God, and Country

### NATIONAL LEGISLATIVE MINI-COUNCIL INFORMATION SHEET

The American Legion Auxiliary's National Legislative Mini-Council serves as a complimentary council to The American Legion's National Legislative Council for the U.S. House and Senate Veterans Affairs committees. Both councils are called upon by The American Legion to advocate on behalf of veterans, servicemembers and their families.

Each member of the mini council is tasked with serving as a liaison between the Legion/Auxiliary and a member(s) of Congress. Each nominee should be on friendly terms (preferably a personal relationship) with either the member of Congress or one of their staff members, so that she can communicate, either by letter, email, phone, or in-person the priorities of The American Legion.

If you are on the mini council for more than one member of Congress, complete one form for each member of Congress. (For example, if you're assigned to two members of Congress, you will need to complete and submit two forms.)

Name of Mini-Council Appointee: \_\_\_\_\_

Auxiliary Member Number: \_\_\_\_\_ Unit #: \_\_\_\_\_ Department: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP + 4: \_\_\_\_\_

Phone—Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Email Address: \_\_\_\_\_

Congressional Information: \_\_\_\_\_

State: \_\_\_\_\_ Congressional District: \_\_\_\_\_

Name of Congress Member: \_\_\_\_\_

What personal/professional contact have you had with this member or a member of his/her staff?

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Email the completed form to [cboehnlein55@gmail.com](mailto:cboehnlein55@gmail.com) or by mail to  
Cynthia Boehnlein, 6669 Rochelle Blvd., Parma Heights, OH 44130