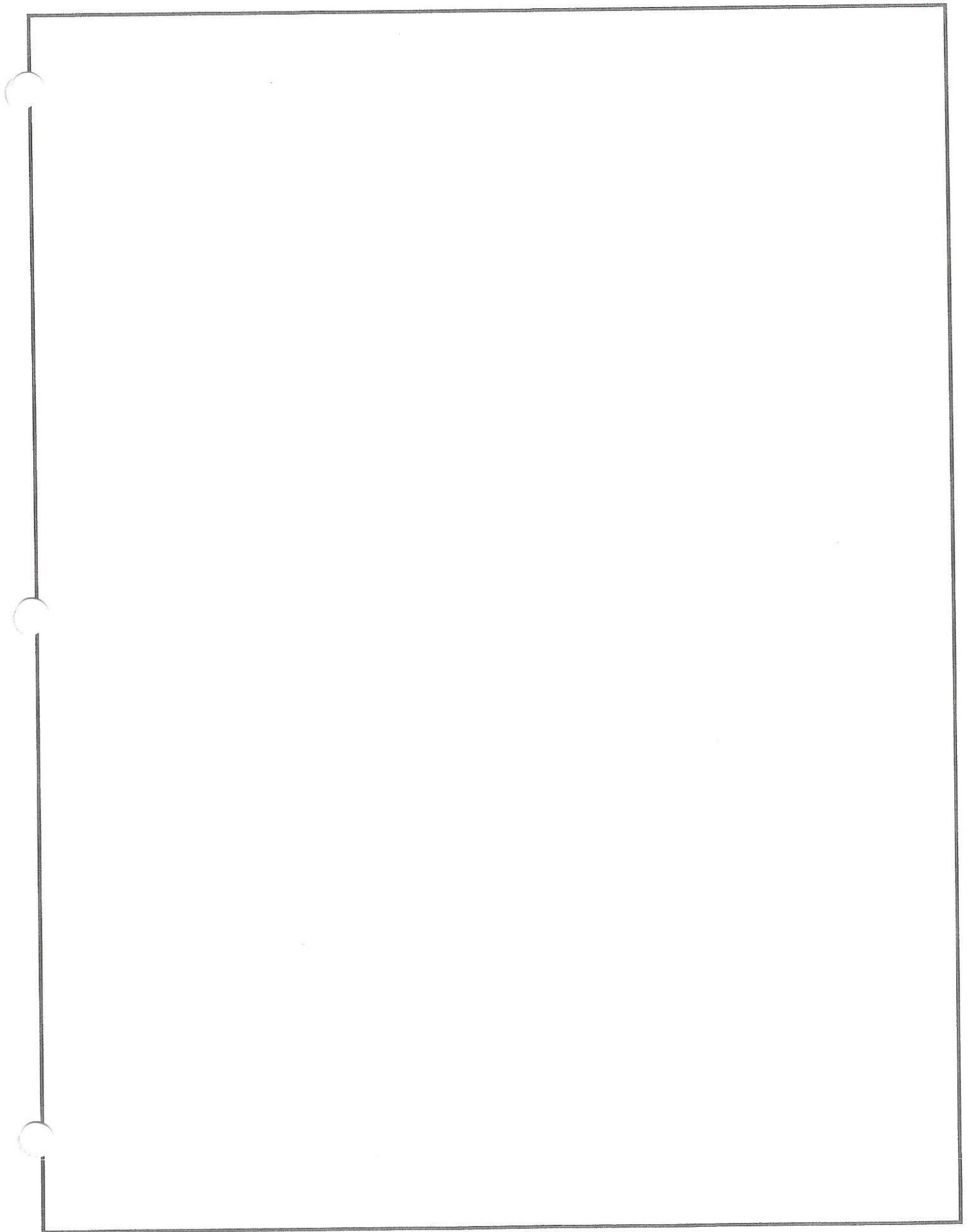


AMVETS

PROGRAMS MANUAL



January 2017 (rev. 2_09-28-17)



AMVETS PROGRAMS MANUAL

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I. LETTER TO MEMBERS

National Programs Department Mission Statement:

To provide department and post level support that will culminate in vibrant and effective programs serving veterans and this nation's citizens.

Dear AMVETS' Members,

AMVETS local and national programs are how we deliver on our promise of preserving the freedoms secured by America's armed forces and our promise of enhancing the quality of life for veterans and all citizens. AMVETS programs affords us the opportunities and resources to help our fellow veterans and our communities. This manual provides you with the information, tools and resources to get the job done at the Post and/or Department levels. Browse our current programs either within this manual or online at <http://www.amvets.org/amvets-in-action/> to learn how you can continue your service to America and her citizens. To access the Programs Manual, go to <http://amvets.org/wp-content/themes/amvetshq/docs/program-form-07.pdf>.

The Programs Department is here for you: whether it is assisting with programs report, finding the right program for your post, or the 'how to' for that program; we want your post to succeed.

We always appreciate, when our Posts and Departments share their program successes. Your innovative community service program may help other Posts serve their communities throughout the nation. Please send photos, links, and articles to klathroum@amvets.org. We may feature your programs on our webpage and/or on the AMVETS Facebook page!

With everyone working together, we can provide more assistance to our veterans and their families. To quote Helen Keller, "Alone we can do so little; together we can do so much."

I wish you the best of luck as you begin to explore all that the AMVETS programs have to offer. Please always reach out with any questions or concerns; we are here to serve you. You can reach our National Programs Director, Karla Lathroum, by phone at 301-683-4027 or email at klathroum@amvets.org.

Thank you for all you do for our veterans!

AMVETS 2nd Vice Commander and National Programs Department

II. PLANNING PROGRAMS

The key to successful programming is to keep it simple and decide what you want to do and then do it. Failure to act is often the biggest failure of all. It is vitally important to Cooperate, Coordinate, and Communicate. The lack of a well-planned program, shared in advance with your members, is communicating that leadership is not serious about building a presence in the community.

A. Ideal Time To Plan

Our CBL states that each Post elects their new officers between 1 May and 30 June and that they must assume office no later than 15 July. I would like to propose that this is the ideal time for your Post to think about the programs your post would like to participate in and create your own Post Calendar.

B. Why Plan Early?

There is any number of reasons – among them, to share commitments and responsibilities; ensure a varied program that meets your members' needs and interests; allow for ample prep time; avoid calendar conflicts by permitting interested members to keep AMVETS dates open; provide for better communications; avoid confusion; encourage members to look forward to meetings; give members a chance to pick their program in advance and volunteer to assist; provide direction to your post; and establish the budget and know what you need from your treasury and how much you will need to raise.

C. Resources to Get You Started

This program manual will help you get a sense of what programs AMVETS has to offer. In addition, we have planning resources to help guide you step by step through each program planning process. You can go to <http://amvets.org/resources-forms/>, which provides the list of resources or go directly to the item you need.

- Program Calendar:
<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-02.pdf>
- AADAA Planning Sheet:
<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-14-01.pdf>
- Americanism Planning Sheet:
<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-14-02.pdf>
- VAVS Planning Sheet:
<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-14-04.pdf>
- White Clover Planning Sheet:
<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-14-05.pdf>

III. AMVETS PROGRAMS REPORTING

A. General

AMVETS local and national programs are how we deliver on our promise of preserving freedoms secured by America's armed forces and enhancing the quality of life for veterans and all citizens.

Sharing information is critical to the continued success and future development of AMVETS Programs at the post, department and national levels. The information you provide will help us to set priorities and identify areas of need within our various programs, as well as help you move forward to support veterans in your communities.

Your reports, submitted through the online program reporting site, become the basis of our report card to Congress and the public at large as we work on behalf of veterans and this nation's citizens. It is our hope that the reporting site will also serve as a Post history, showing accomplishments and activities, that can be used by the posts and departments in the transitioning of new leaders. It also fulfills an IRS accountability requirement we must meet as a tax-exempt organization.

B. Submission

The online system provides you with the capability of reporting online and submitting your records electronically. It is very user friendly and may be accessed from the Programs Reports page of the AMVETS National Website: <http://amvets.org/program-reports/>. Your Department leadership will receive your online report immediately when you hit the submit button. ***Remember to hit this button twice; once to "Preview the Data" and again to "Submit the Data"***.

User instructions are incorporated on the pages, however, if you still have questions or need assistance in utilizing the online reporting program; please call the National Programs Department toll free at 877-726-8387, extension 4031, dial direct at 301-683-4031. This Programs Reporting Training PowerPoint will also provide you with clear instructions and is located at:

<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-01.pdf>

C. Deadlines

The reporting period is based on a six-month calendar period, from January 1st to June 30th and July 1st to December 31st. The on-line reporting system allows you to report at any time, day or night, and will immediately and automatically share the report with your Post, Department and National Officers. These reports you have submitted will be automatically included in the bi-annual National reports without any additional action on your part.

This portion of the Programs Manual has been designed to help you set up, run, and report programs. The National Programs Department is here to assist you in being successful. Please feel free to give us a call if you need more information on any AMVETS Program or Reporting Requirements. (301-683-4031 or 301-683 4027)

IV. AMERICANISM PROGRAM

A. General Information

The Americanism program is a patriotic program offered to schools and youth organizations as a resource for teaching children in kindergarten through 12th grade about their American heritage, citizenship, and civics.

It is our collective duty to promote the ideals of Americanism, to ensure the veteran is never a forgotten citizen, and to insure the foundation on which this country was built is never taken for granted. The youth of America will be the torchbearers for the next generation and we can make a significant contribution in helping them to understand our rich heritage by taking the Americanism Contests, with appropriate themes, to our nation's schools and youth organizations.

The National Americanism Contests are cosponsored by AMVETS and the AMVETS Ladies Auxiliary. Through age appropriate contests, students in Kindergarten through 12th grade participate and compete in flag coloring, poster, and essay contests. All students are eligible to participate, including public, private, parochial, and home-schooled students.

State Department winner submissions are due into National Headquarters by **July 1st**. Please contact your Department leadership for submission deadline dates in your state.

- Kindergarten and first (1st) grades: [Flag Coloring Contest](#)
- Second (2nd) through fifth (5th) grades: [Poster Contest](#)
- Sixth (6th) through twelfth (12th) grades: [Essay Contest](#)

Find the entry packet here:

<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-10-01.pdf>

B. Themes

The National Americanism Committee develops annual themes for the contests and the corresponding years to be used as follows:

2017 – 2018: “Why is the Constitution important to me?”

2018 – 2019: “Why should you say ‘Thank you’ to a Veteran?”

2019 – 2020: “What does freedom mean to me?”

2020 – 2021: “What do I think of when I see the American flag?”

2021 – 2022: “Why should we honor and respect our Veterans?”

C. Flag Coloring Contest

1. Eligibility

Children in kindergarten and 1st grade.

2. Contest Rules for Coloring the American Flag

- Color page must not be larger than template, maximum 9 x 12 inches on standard paper.
- Entry may be colored with any art medium.
- Questions must be answered.

3. Judging Guidelines

A three-member panel of local experts (suggested experts include local teachers and educators) along with AMVETS and AMVETS Ladies Auxiliary members should be enlisted to judge the flag coloring on the following criteria:

- Use of template provided
- Neatness
- Answers to questions
- Coloring in the proper colors

Judges at the post level will select one 1st place winner, one 2nd place winner, and one 3rd place winner from both the K and 1st grade to be forwarded to the Department before the state deadline (6 submissions total).

D. Poster Contest

1. Eligibility

Students in the 2nd, 3rd, 4th and 5th grades.

2. Contest Rules

- Posters must be 9 x 12 inches on standard construction paper.
- Entries must be drawn freehand using paint, crayons, markers, pens or pencils to illustrate the theme.
- A straight edge or ruler may be used to aid in drawing a straight line.
- The student must write or type a description of his/her poster in 50 words or less on the back of the poster, or attach a description on a separate sheet of paper to the back of the poster.

3. Judging Guidelines

Again, it is suggested that a three-member panel of local experts to include local teachers and educators, etc. along with one AMVETS and one AMVETS Ladies Auxiliary members judge the posters on the following criteria:

- Adherence to the established theme
- Originality
- Overall presentation

Judges at the post level will select one winner from each grade to be forwarded to the Department before the state deadline (four (4) submissions total).

E. Americanism Essay Contest

1. Eligibility

Students in grades 6th through 12th.

2. Contest Rules

- All students must address the theme for that year.
- All essays must be written in blue or black ink, or typed.
- Sixth (6th) grade students should submit essays of 200 words or less.
- Seventh (7th) and eighth (8th) grade students should submit essays of 300 words or less.
- Ninth (9th) and tenth (10th) grade students should submit essays of 400 words or less.
- Eleventh (11th) and twelfth (12th) grade students should submit essays of 500 words or less.

3. Judging Guidelines

At the Post and Department levels, it is suggested that a three-member panel of local experts to include: local teachers and educators, etc. along with one AMVETS' and one AMVETS Ladies Auxiliary members judge the posters on the following criteria:

- Adherence to the established theme
- Originality
- Literary construction legibility
- Legibility of writing

Judges at the post level will select one winner from each grade to be forwarded to the Department before the state deadline (7 submissions total).

F. Participation Guidelines for All Three Contests

1. Post Level

Contest packets are available year-round via the National Website and may be downloaded from the AMVETS website at:

<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-10-01.pdf>

You may also contact the National Programs Department at 301-683-4031. The entry form and/or application of the Americanism contest brochure may be reproduced.

Get the Brochure here:

<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-10-02.pdf>

Get the Postcard here:

<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-10-03.pdf>

Once the contest packet is received, it is suggested that the AMVETS posts and Ladies Auxiliaries establish joint working committees to encourage participation in their hometowns and surrounding communities. These committees are responsible for promoting the program in their communities, selecting judging panels, establishing local prizes, and selecting winning contestants from each grade for the three (3) categories.

Once the winners are established, the posts are to forward the winning contestants from each grade level to their state's Department for judging by the departments' established deadline.

2. Department Level

AMVETS Departments and/or Ladies Auxiliary should also establish joint working committees to oversee the state level essay, essay/poem and poster, and coloring contest. The appointed state committee should consist of teachers or educators as well as one AMVETS and one Auxiliary member to represent the department. The committee should seek the assistance of the state board of education in establishing a judging panel. The judging panel should rate the submitted entries using the same criteria listed above.

The Department/Auxiliary committee should select one winner for each grade category and forward it to the National Programs Department. The submitted entries must be postmarked by **July 1st** and include the official entry form found in the contest brochure completed and signed by the Post Commander/Auxiliary President or AMVETS/AMVETS Ladies Auxiliary Americanism officer. A letter should also accompany the entries stating the winner of each grade level category, and be endorsed by the Department Second Vice Commander, Executive Director/Adjutant, or Commander.

Please Note: If the Department does not conduct an official contest with published deadlines and awards, they should still appoint a committee to evaluate all post entries and forward their respective department's first (1st) place selections to the National Programs department by **1 July**.

First place 9th grade essay winners from each department receive an all-expense paid trip to the Freedoms Foundation in Valley Forge, PA for the AMVETS Spirit of America Youth Conference. This long weekend event, held during the first weekend of November, will be filled with youth-oriented activities focused on the rights and responsibilities of engaged citizenship.

Any questions, please contact Lindsay Bonaparte, National Programs Associate,
at 301-683-4031 or lbonaparte@amvets.org.

G. The National Americanism Committee

The National Americanism Committee oversees the National Americanism Contests and meets once a year at the AMVETS National Convention to review the previous year's program and make recommendations for any changes.

The AMVETS National Programs Director, who has managing responsibility for the National Americanism contests, will coordinate the project with appropriate individuals within AMVETS. He or she will also coordinate the appointment of three non-members who have professional expertise in the field of education to function as a national-level judging panel for the essay contest. National's judging for the flag coloring and poster contest will be held at the AMVETS National Convention.

H. Judging at The National Level

1. Essay

The essay judging panel will meet between July 1 and August 1 to determine the essay and story contest winners. Judges will select one 1st Place Winner, one 2nd Place Winner, and one 3rd Place Winner for the following grades: 6, 7, 8, 10, 11, 12.

The first place 9th grade Americanism Essay Contest winner at the Department level will automatically be considered a National winner and no further judging will take place. All 9th grade Department winners receive an all-expense paid trip to AMVETS Spirit of America Youth Conference in early November at Valley Forge, PA.

In states with no organized department, all 9th grade post winners will be forwarded to the National Programs Department and one winner will be selected to represent that unorganized department at the AMVETS Spirit of America Youth Conference.

Should the first place winner be unable to attend the Conference, the second place winner will be able to go in their place.

2. Posters

Judges at the AMVETS National Convention will select one 1st Place Winner, one 2nd Place Winner and one 3rd Place winner from the following grades: 2, 3, 4, and 5.

3. Coloring

Judges at the AMVETS National Convention will select one 1st Place Winner, one 2nd Place Winner and one 3rd Place winner from the following grades: Kindergarten and first grade.

4. Judging Decisions

All decisions by the national judging panel will be final. The National Programs department will be informed of the national judges' decisions and will be responsible for all national award arrangements. Publicity announcing the winners should be handled at the department level. There will also be a National Press Release and an announcement of recognition will be made on the AMVETS' website. Contest winners will also be announced at the National Convention.

I. Prizes

National first place winners in all grade levels (except 9th) will be awarded a plaque. National 2nd and 3rd place winning entrants will receive a participation certificate signed by the National Commander. All national winners will receive a Visa gift card to be mailed directly to the winners, unless specified otherwise by the Department. Should the Department want to present these awards directly please **contact the National Programs Department before September 1st by e-mailing lbonaparte@amvets.org or calling 301-683-4031.**

Since 9th grade entries are judged at the department level, departments are required to send the name of their 9th grade winner to National Headquarters so that they may be added to the roster for the AMVETS Spirit of America Youth Conference at Freedoms Foundation, Valley Forge, PA.

Prize amounts from AMVETS' and for the individual grade levels are as follows:

1. Coloring Contest Prizes

Specific prizes for 1st, 2nd, and 3rd place winners are as follows:

Grade	1 st Place	2 nd Place	3 rd Place
Kindergarten	\$75.00	\$50.00	\$25.00
1	\$75.00	\$50.00	\$25.00

2. Poster Contest

Grade	1 st Place	2 nd Place	3 rd Place
2	\$100.00	\$75.00	\$50.00
3	\$100.00	\$75.00	\$50.00
4	\$125.00	\$100.00	\$75.00
5	\$150.00	\$125.00	\$100.00

3. Essay Contest

Grade	1 st Place	2 nd Place	3 rd Place
6	\$125.00	\$100.00	\$75.00
7	\$150.00	\$125.00	\$100.00
8	\$150.00	\$125.00	\$100.00
10	\$375.00	\$250.00	\$150.00
11	\$500.00	\$375.00	\$250.00
12	\$500.00	\$375.00	\$250.00

Each Department's 9th grade, 1st place winner will receive an all-expense paid trip to Freedoms Foundation at Valley Forge, Pennsylvania for a long weekend of youth-oriented activities. Dynamic speakers and sightseeing are highlights of a trip that is sure to be long remembered. The trip always takes place the first weekend in November.

V. FREEDOMS FOUNDATION SPIRIT OF AMERICA YOUTH LEADERSHIP CONFERENCE

A. General

AMVETS, the AMVETS Ladies Auxiliary and the AMVETS National Service Foundation has funded and supported the Freedoms Foundation's Youth Leadership Conference since 1987. The four-day experience is designed to help young people consider and explore the freedoms granted by our forefathers' determination and will power to have a free nation. This experience brings to life magnificent leaders, such as John Adams and James Madison, as well as documents like the Declaration of Independence and the Bill of Rights.

The students gain a greater understanding of how our government functions, how to fulfill their civic duty, and to make solid connections with other superb students across the nation through this experience.

B. Eligibility

All first-place department winners of the 9th grade National Americanism Essay Contest receive an all-expense paid trip to the Valley Forge, Pennsylvania conference at Freedom Foundation, funded by AMVETS' National Service Foundation. Names and addresses of all winners, selected Junior AMVETS officers, and other deserving students (sponsored by the Departments) must be sent to the National Programs Office by **August 31th** of each year.

The goal of AMVETS National Headquarters is to identify at least one student from each of the 50 states in the union for this program. In the event that a 9th grade student is not awarded an Americanism prize; **each department is still obligated to identify at least one student**. The only requirement is that the student must be **at least 15 years old by October 1st**.*

Students may be selected from eligible Eagle Scouts or Girl Scout award winners, local JROTC students, or other youth who have been identified as being a leader in their respective communities. If you need assistance in identifying a deserving student, please contact the National Programs Department by July 1st.

All departments and posts are invited to consider sponsoring additional students, at their own expense. As of 2016, the average cost per student was \$1,000.00 which includes round-trip travel, accommodations and meals.

***Please note:** Some airlines are not allowing minors under the age of 16 to travel alone due to the increase in security and concern for safety. Certain requirements to protect the minors and airline have been implemented by the airlines. As a result, AMVETS finds it necessary to increase the age limit to 16 for 2018.

VI. THE TED LESZKIEWICZ AMVETS AGAINST DRUGS AND ALCOHOL ABUSE (AADAA) PROGRAM

A. General

Young people are too often influenced by peer pressure to try drugs and alcohol. Drug abuse and alcoholism are considered diseases and involves the abuse of habit-forming patterns of behavior. We continue to face this ever-rising social epidemic due to the abuse of drugs and alcohol and we must continue to fight this disease.

The Ted Leszkiewicz AMVETS Against Drug and Alcohol Abuse (AADAA) program encourages local AMVETS posts to network with local schools and youth groups who are looking for resources to help educate youth about drug and alcohol abuse. These programs, combined with other community civic and social organizations can reach the entire local community.

B. Contests

The Ted Leszkiewicz AADAA Program Essay and Poster Contest, co-sponsored by AMVETS and the AMVETS Ladies Auxiliary, allows the youth of America to express their views on the dangers of substance abuse. They are given the freedom to put into words or drawings the dangers of these serious issues that face them on a daily basis.

Students in Kindergarten through 5th grade will participate in a poster drawing contest. Students in 6th through 12th grade will participate in a poem and essay contest.

C. Eligibility

Young people in kindergarten through 12th grade of American public, private and parochial schools, as well as home-schooled children, are eligible to participate.

D. Themes

The Ted Leszkiewicz AADAA Program Committee, consisting of AMVETS members and the AMVETS Ladies Auxiliary, has developed four (4) revolving contest themes. The following are the themes and the corresponding years of their use:

- 2017-2018: Be a Winner, Be Drug Free
- 2018-2019: There is no Use for Drug Abuse
- 2019-2020: Be Smart...Don't Start

E. Poster Guidelines

- Posters must be 9 x 12 inches on standard construction paper.
- Entries must be drawn freehand using paint, crayon, pens or pencils to illustrate the theme.
- A straightedge or ruler may also be used to aid in drawing a straight line.
- The student must write or type a description of his/her poster in 50 words or less

on the back of the poster, or attach the description on a separate sheet of paper to the back of the poster.

F. Essay/Poem Guidelines

- Entries may be written in the student's own handwriting in blue or black ink, typed, or printed from a computer.
- Essays submitted by 6th through 8th grade must be 250 words or less.
- Essays submitted by 9th through 12th grade must be 350 words or less.
- All entries must address the theme selected for that year.

G. Guidelines

1. Post Guidelines

Contest forms are available year-round on the AMVETS National Website at <http://amvets.org/wp-content/themes/amvetshq/docs/program-form-11-02.pdf>.

Upon receipt of contest information, AMVETS Posts and Auxiliaries should establish joint working committees to encourage participation by students in their hometowns and surrounding communities. These committees are responsible for promoting the program in their areas, selecting judging panels, establishing local prizes, and selecting and forwarding one winning essay and poster from each grade category to the department for judging by the post's established deadline. It is suggested that a three-member panel of local experts (suggested experts include local teachers and educators) along with AMVETS and AMVETS Ladies Auxiliary members judge the essay/poems and posters on the following criteria:

- Adherence to the established theme
- Originality
- Literary construction
- Legibility

The winning essay/poems and posters must be submitted to the department and must include an official entry form or application to be completed by the Post Commander/Auxiliary President, or AMVETS/AMVETS Ladies Auxiliary Americanism Officer. The entry form or application is part of the AADAA contest brochure and may be reproduced.

2. Department Guidelines

AMVETS and/or Auxiliary Departments should also establish joint working committees to oversee the state-level essay/poem and poster contest. The appointed state committee should consist of teachers or educators as well as one AMVETS and one Auxiliary member to represent the department. Departments should seek the assistance of the state board of education in establishing a judging panel. The judging panel should rate the submitted essays/poems and posters using the same criteria used by the post; select one department winner from each grade category; and forward it to the National Programs Department.

The submitted essays and posters **must be postmarked by July 1st** and include the official entry form or application found in the AADAA contest brochure. A letter should accompany the entries stating the winner of each grade level category, and be endorsed by either the Department Second Vice Commander, Executive Director/Adjutant, or Commander.

3. National Essay/Poem Judging

The AMVETS National Programs Director, who has functional administrative responsibility for the Ted Leszkiewicz AADAA program will coordinate the project with appropriate individuals in AMVETS and the AMVETS Ladies Auxiliary. He or she will also coordinate the appointment of three non-members who have professional expertise in the field of education to function as the national judges. The panel will meet between July 1st and August 1st to determine the contest winners. Judges will select one 1st place winner, one 2nd place winner and one 3rd place winner from the 6th through 8th grade category and a 1st, 2nd, and 3rd place winner for the 9th through 12th grade category.

4. Poster Judging

The AMVETS National Programs Director will ensure all department winning posters are brought to the National Convention for judging. Judges will select one 1st place winner, one 2nd place winner and one 3rd place winner from the Kindergarten through 2nd grade category, and 1st, 2nd and 3rd place winners from the 3rd through 5th grade category. All decisions by the national judging panel will be final. The National Programs Director will be informed of the national judges' decisions and will be responsible for all national award arrangements. Publicity requirements should be handled at the department level.

H. Prizes

All national entries will receive a Certificate of Participation signed by the National Commander. Winning entries (including participation certificates, plaques, and Visa Gift Cards) will be mailed directly to the winners. Each winner also receives recognition on the AMVETS National Website. Should the Department want to present these awards directly please **contact the National Programs Department before September 1st by e-mailing lbonaparte@amvets.org or calling 301-683-4031.**

Specific prizes for the 1st, 2nd, and 3rd place winners are as follows:

Category	1 st Place	2 nd Place	3 rd Place
K – 2 nd Grade	\$75.00	\$50.00	\$25.00
3 rd – 5 th Grade	\$100.00	\$75.00	\$50.00
6 th – 8 th Grade	\$125.00	\$75.00	\$50.00
9 th – 12 th Grade	\$200.00	\$75.00	\$50.00

Get the AADAA Brochure here:

<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-11-01>

VII. J/ROTC PROGRAMS

A. General

J/ROTC was formally established by the National Defense Act of 1916 and is now recognized as a primary source for recruiting military officers with roots in the Morrill Act of 1862, which provided for military education at land grant colleges.

Each Department is responsible for procuring the awards, at their expense, for presentation in their respective Departments. AMVETS J/ROTC medals and certificates are available from the AMVETS National Store and AMVETS National Quartermaster. The award, which consists of a medal pendant, ribbon bar, and certificate, is presented annually to the outstanding cadet at each participating J/ROTC unit for diligence in the discharge of duty. The award should be acquired by each Department by January for presentation in the spring.

B. Outstanding Senior Cadet Program (College/University level)

AMVETS annually awards a medal to outstanding senior ROTC cadets at colleges and universities throughout the nation, recognizing diligence to duty and a willingness to serve the United States of America. The professor of military science at an accredited college or university selects the cadet who will receive the award and submits his/her name to either the Department ROTC Chairperson/Point of Contact or AMVETS National Headquarters. If the college or university is within an AMVETS organized department, National Headquarters will forward the cadet information to the appropriate department POC for them to prepare the certificate and medal. The department may call upon a local post for presentation of the award.

If the college or university is in an unorganized department, the National Programs Department will prepare the certificate and medal and forward it directly to the ROTC unit.

The medal is presented to selected cadets at the institution's annual honors and awards ceremony.

1. Eligibility

The cadet must meet the following requirements:

- Be a full-time undergraduate student enrolled in the ROTC advanced course
- Be in good military and scholastic standing at the time of selection and presentation of the AMVETS ROTC award
- Satisfy the standards established by the various branches of the military

The authorization for the AMVETS ROTC Award can be found in Army Regulation 145-1 and Air Force Regulation 900-6, Attachment 26. There is no specific regulation for Navy or Marine Corps ROTC units however they can still participate in this worthwhile AMVETS program.

C. Outstanding Junior Cadet Program (High school level)

Recognizing diligence to duty and a willingness to serve the United States of America, AMVETS annually awards a medal to the outstanding junior J/ROTC cadets at high schools throughout the nation. The senior instructor at the high school selects the cadet who will receive the award and submits his/her name to either the Department ROTC Chairperson/Point of Contact or AMVETS National Headquarters. If the high school is within an organized department, National Headquarters will forward

the cadet information to the appropriate department for preparation of the certificate and medal. The department may call upon a local post for presentation of the award.

If the high school is in an unorganized department, National Headquarters will prepare the certificate and medal and forward it directly to the JROTC unit. The medal is presented to selected cadets at the institution's annual honors and awards ceremony.

The cadet must meet the following requirements:

- Be a full-time JROTC participant
- Be in good military and scholastic standing at the time of selection and presentation of the AMVETS J/ROTC award
- Meet other requirements as established by the various military branches

D. The Awards Ceremony

The annual awards ceremonies usually take place during the months of March through May. Each department should establish a list of the J/ROTC units located in their respective states. The appointed state J/ROTC chairperson/POC should form a committee (if desired); confirm the posts' willingness to present the medals and contact the professor of military science (Army), navy science (Navy), or aerospace studies (Air Force) at each school before the end of January. At each school, the J/ROTC chairperson should arrange for the presentation of the AMVETS ROTC medal and familiarize school officials with the awards' program. The chairperson should also explore other ways that AMVETS Posts can support J/ROTC units.

Find a sample medal presentation here: <http://amvets.org/wp-content/themes/amvetshq/docs/program-form-09.pdf>

Instructors can request medals for both levels using our online request form:

<http://www.amvets.org/rotc/>

VIII. SCHOLARSHIP PROGRAMS

A. General

The national organization of AMVETS annually awards scholarships to deserving high school seniors, J/ROTC students, veterans, and service members pursuing a higher education. Scholarships are awarded on the basis of academic excellence and financial need. The guidelines for AMVETS scholarships are as follows:

B. AMVETS National Scholarship Program for Veterans, Active Duty Service Members, National Guard and Reserves

1. Scholarship Amounts

- \$ 4,000 (\$1,000 per year for 4 years), 3 awarded
- \$ 1,000, 1 awarded by the Henry G. Huestis Memorial
- \$ 12, 0000 (\$3, 000 per year for 4 years), 2 awarded by The Aurelio M. Caccamo Family Foundation Scholarship

2. Eligibility

- Undergraduate or Graduate programs, Certificate or any accredited college or university program
- Applicants must be an honorably discharged veteran or a current member of the active military, including National Guard and Reserves
- US Citizen
- Must have a high school diploma or GED
- Must demonstrate financial need
- Must be enrolled or accepted for enrollment to an eligible degree program
- Must not be in default on a federal student loan
- Must not be convicted under state or federal law for sale or possession of illegal drugs
- Must agree to authorize AMVETS to publicize scholarship award

3. Dates

Application opens on or around January 15th and closes on May 1st of each year. Scholarship awards are announced in mid-June.

To apply and get additional information: <http://amvets.org/scholarships/>.

Important Notice:

**All applications must be completed online.
Paper applications are no longer accepted and will not be considered.**

C. AMVETS National Scholarship Program for Children and Grandchildren of Veterans

1. Scholarship Amount

- \$ 4,000 (\$1,000 per year for 4 years), 6 awarded (1 per District)
- \$ 1,000, 1 awarded to a student enrolled in a JROTC program

2. Eligibility

- Undergraduate/entering Freshmen only
- Applicants must be a child or grandchild of an honorably discharged veteran or a current member of the active military, including National Guard and Reserves
- U.S. Citizen
- Must demonstrate financial need
- Must be enrolled or accepted for enrollment to an eligible program
- Must not be in default on a federal student loan
- Must not be convicted under state or federal law for sale or possession of illegal drugs
- Must agree to authorize AMVETS to publicize scholarship award

3. Dates

Application opens on or around January 15th, and closes on April 30th of each year. Scholarship awards are announced in mid-June.

To apply and get additional information: <http://amvets.org/scholarships/>.

Important Notice:

**All applications must be completed online.
Paper applications are no longer accepted and will not be considered.**

IX. VETERANS AFFAIRS VOLUNTARY SERVICE

Founded in 1946 to provide for veterans in VA healthcare facilities, the Department of Veterans Affairs Voluntary Service (VAVS) is the largest volunteer program in the Federal government, with more than 350 national and community organizations involved in support of their mission. Volunteers assist patients by augmenting staff in such settings as end-of-life care programs, foster care, community-based volunteer programs, hospital wards, nursing homes and veteran outreach centers.

Our AMVETS members serve over one hundred thousand hours in VA hospitals nationwide. In about 100 VA hospitals nationwide, AMVETS sits on the hospital's VAVS committee board which oversees the program in each hospital. If you would like to get involved, the first step is connecting with either the AMVETS VAVS Representative in your nearest VA facility or contacting the hospital's Chief of Voluntary Service.

AMVETS serves as one of the 60 major veteran, civic and service organizations that comprise the VAVS National Advisory Committee which oversees the VAVS program.

A. VAVS Appointment of Representatives and Deputies

Any AMVETS member who regularly volunteers at a VA Medical Facility and would like to serve on the VAVS Committee at their VA can apply to do so. Nominations must be made by the Department Commander. The following resolution was passed as amended by the delegates at the 2004 AMVETS National Convention:

RESOLVED, that bi-annually, at the time each Department elects their N.E.C., (A-M even years, N-Z-odd years) **the new Department Commander** will reconfirm the health, interest and performance of each of their VAVS Representatives and Deputies no later than 31 July each year; and be it further

RESOLVED, The Commander or his designate will inform the National VAVS Representative that a review has been completed and if a change is required, the new **Appointment form** will accompany the notification.

VAVS Representative/Deputy Representative Nomination Form: <http://amvets.org/wp-content/themes/amvetshq/docs/program-form-15-05.pdf>

B. AMVETS Because We Care Day

Annually, the first Wednesday of April the AMVETS National Service Foundation provides personal care kits, that are distributed to our veterans by our VAVS volunteers at all of the VA Medical Centers that have certified AMVETS Representatives.

C. AMVETS National VAVS Leadership Awards

Help AMVETS say thank you in a big way by encouraging the VAVS Chiefs at your local VA Medical Centers to use the applications they receive from the National Programs Department to recommend an AMVET, a Ladies Auxiliary and/or a Sons of AMVETS volunteer for this award. The nominations must be received no later than May 31 each year. Awards are presented during the National Convention as part of the Commander's & President's Banquet.

D. VAVS Matching Funds

Sponsored by the National Service Foundation, the VAVS Matching Funds Program offers up to 50% matching fund for special projects in VA Medical Centers, State Veterans' Homes, and VA Contracted Nursing Homes. Any AMVETS Post or Department (including Auxiliary and Sons) can request between \$500 to \$2500 (for projects of \$1000 to \$5000 - Post/Department sponsors other half). The VAVS Representative or VAVS Deputy Representative for the VA center should coordinate and submit request (if possible). Requests are voted on and approved/denied during the AMVETS Service Foundation Board Meeting at National Convention.

VAVS Matching Funds Request Training:

<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-15-03.pdf>

VAVS Matching Funds Request Form: <http://amvets.org/wp-content/themes/amvetshq/docs/program-form-15-02.pdf>

X. MILITARY FUNERAL HONORS

DoD recognizes the valuable role that members of Veteran's Service Organizations play in honoring our veterans. Section 1491(b) of Title 10, United States Code authorizes members of VSO, as well as other approved organizations, to participate with the Military Services in providing Funeral Honors. VSO and Authorized Provider Partnership Program (AP3) are able to augment the legislated two-person uniformed member detail by providing additional detail elements for veteran funerals. Congress guaranteed by law Veterans' Funeral Honors for those eligible as of January 1, 2000.

AMVETS is one of the VSOs involved with the Military Funeral Honors through AP3 around the country. Upon request of the family member or other representative, two (2) service members will fold and present the American flag to the surviving family members, and a bugler will sound "Taps." If a bugler is not available, a high-quality CD or digital bugle will be used.

AMVETS posts/members desiring to be an "official" part of the (AP3) program must receive training by a military unit designated to provide the branch specific training. The protocol for establishing/requesting this training is to call the military facility closest to you and go through the Commander's/HQ office. All base commanders have the responsibility, by law, to support the Military Funeral Honors program and to provide the training opportunities for those wanting to participate in the (AP3) program.

The National Programs Director is the liaison with the Dept. of the Army/TACOM to assist AMVETS Posts in securing "loaned rifles" to use for their Honor Guards.

Refer to the information directly below in the Ceremonial Rifles/Static Displays section for directions on how to request loaned rifles.

XI. CEREMONIAL RIFLES/STATIC DISPLAYS

A. General

Public Law Title (10 USC 4683) authorizes the loan of weapons for ceremonial purposes. For AMVETS posts, it is an opportunity to honor our proud military heritage through the use of ceremonial rifles/static displays. The weapons add dignity and class to our honor guard details as they serve in events such funerals or parades. It is important that each post accepts responsibility for the safe use, storage, and serviceability of ceremonial rifles.

B. Application and Procedure

A written formal request signed by the Post Commander, or Adjutant, must be submitted to the AMVETS National Headquarters Programs Department along with all the necessary completed forms. The forms can be found on AMVETS website at <http://amvets.org/ceremonial-rifles-static-display/>, under forms. Include a letter to AMVETS stating number of rifles requested, reasoning, and where they will be stored, along with all of the forms and mail to the AMVETS National Programs Department. Your package will be reviewed and the letter validating your post will be added to the completed packet and will be forwarded to U.S. Army Tank and Automotive Command (TACOM). If everything is in order it will take on average, four to six months.

NOTE: Requests will **NOT** be accepted at TACOM without the written approval of AMVETS National Headquarters.

Upon receipt of an approved request, TACOM will provide the post with loan certificates. They must be completed and returned within one-year prior to actual release of the rifles/static displays. Although there is no charge for the rifles, the loan action must be accomplished at no cost to the government.

After the post is validated as being in good standing, the request is forwarded to the U.S. Army Tank and Automotive Command (TACOM). No requests will be accepted at TACOM without the written approval of AMVETS National Headquarters.

Find out more and get the forms here: <http://amvets.org/ceremonial-rifles-static-display/>.

C. Disposition of Donated Rifles

If, for any reason, it becomes necessary for the post or department to dispose of loaned rifles, disposition instructions must be requested from the TACOM Commander.

D. Ammunition and Clips

Request for blank ammunition and ammunition clips should be submitted to:

ATTN: SF5JM_CDS 1
Rock Island Arsenal, Rock Island, IL 61299-6000

The quantity of ammunition is limited to (2) two boxes that can be stored safely and securely. Cartridge, caliber .30 is shipped free of charge.

POC number at Rock Island Arsenal is, 309-782-4608.

E. Static Displays

In order to obtain a static display you must go through the same requirements as the ceremonial rifles. Once your post has been validated in good standing, the request is then forwarded by AMVETS Programs Department to TACOM for processing.

XII. COMMUNITY SERVICE PROGRAMS

“To Serve our country in peace as in war; to build and maintain the United States of America towards lasting prosperity and peace for all its inhabitants.”

(From the AMVETS National Constitution, Article II: Aims)

This statement from the AMVETS National Constitution, (Article II: Aims) is a commitment to service. This commitment to service extends not only to the nation as a whole, but also to every community within our great nation. AMVETS commitment to community is realized through our ongoing community service programs.

“Caring and sharing” describes our community service programs. AMVETS community service programs are extremely flexible, allowing AMVETS posts a great deal of independence in operating their own programs.

This section will provide general descriptions of AMVETS community service programs, with suggestions for implementing these programs at the post level. For further information, contact the National Programs Department. A general guideline in selecting programs for post participation is that they *directly support active military and veterans*.

A. National Homeless Veterans Program

A National Homeless Veterans Program was initiated to establish and coordinate national and local programs to help our homeless veterans. On a national level, AMVETS has joined forces with the National Coalition for Homeless Veterans which works to draw up a legislative agenda and a program model to be used nationwide. Information is provided to posts and departments on grants available to homeless providers, on legislation dealing with homeless veterans, and other important items.

AMVETS also encourages participation at ‘Stand Downs’ supported through the Department of Veterans Affairs. Homeless veterans are brought together in a single location for one to three days and are provided access to the community resources needed to begin addressing their individual problems and rebuilding their lives.

In the military, Stand Down afforded battle-weary soldiers the opportunity to renew their spirit, health and overall sense of well-being. Today's Stand Down affords the same opportunity to homeless veterans. The National Coalition for Homeless Veterans has a link with resources to help at: http://www.nchv.org/index.php/service/service/stand_down/.

To find a local 'Stand Down' event in your area go to: <http://www.va.gov/homeless/events.asp>.

B. White Clover Program

At its heart, the White Clover Program is about connecting AMVETS members to their communities. Through the White Clover Program, our AMVETS members are able to connect with their local communities and collect donations. These donations are then used to support and assist local veterans in need, whether that means providing meals and transportation to a homeless veteran, funding an entertainment program for patients at a local VA Medical Center or helping the family of a local veteran support themselves.

The White Clover Program is one of the best means AMVETS has to help others in need. AMVETS members are encouraged to go into their communities with white clovers to request donations to fund programs to assist our sick, hospitalized and homeless veterans.

The key to a successful post White Clover Program is effective planning. A White Clover fundraiser should begin at least eight (8) weeks prior to the fundraising campaign day. The post should establish fundraising campaign goals and procedures, obtain the White Clovers, find a venue for the fundraiser, and to make sure the post contributes the proceeds to worthwhile veteran charities. The receiving organization should be designated prior to the campaign, which will add legitimacy the fundraising effort.

As with any fundraiser, community involvement is key. Volunteers can be recruited from post membership and their families, AMVETS Ladies Auxiliary, Sons of AMVETS and Junior AMVETS. Another prime sources of volunteers can be found at local community scouting organizations and high schools (Junior ROTC).

Back-up leadership is important to the success of the White Clover fundraising efforts. Should the post runout of White Clovers or the person who orders them suddenly becomes ill, there should be someone on hand to step in to ensure all aspects of the campaign is in place and ready to go.

The post should select locations for the White Clover fundraising event. It is suggested to set up at locations with substantial pedestrian foot traffic, such as local businesses, strip malls, town centers and shopping mall entrances are the best areas to use. Be sure to obtain permission and acquire permits where required by law. As a rule, communities will generally give full support for charitable activities such as a White Clover drive.

Endorsements from local public officials and community leaders will help to generate maximum media support. Once the post has secured volunteers, selected locations and publicized its efforts, it should begin the actual program.

Take a look at our **White Clover Program Planning tool to help you through the steps:**
<http://amvets.org/wp-content/themes/amvetshq/docs/program-form-14-05.pdf>

White Clovers can be obtained through the AMVETS Store here:
<https://www.amvetsqm.org/product/white-clovers>

White Clover Posters and Brochures can be found here: <http://amvets.org/wp-content/themes/amvetshq/docs/program-form-16-01.pdf>

C. S.A.V.E./Suicide Awareness

So often, we learn that a Veteran struggles to reach out for help, that he or she had no one to talk to, no one to understand. At AMVETS, we want all service members to know that we are always here for them. We want to listen, we want to understand, and we want to support each and every one of our service members.

Operation S.A.V.E. is a VA program that prepares the lay person to be able to act with care and compassion if they encounter a person who is suicidal. Posts are encouraged to participate in the "awareness program" and secure materials from the VA to disseminate in their local communities. AMVETS has dedicated itself to shining a light on this issue from our local chapters to our national commander. Our local posts attend community days and car shows to pass out [Suicide Prevention Crisis Line](#) materials to Veterans; they volunteer at local police and fire departments as suicide counselors for local hotlines. Together, our members form a guerrilla group out to fight against and prevent veteran suicide through any and all means available

Find resources and learn how to get involved here:
http://www.mentalhealth.va.gov/suicide_prevention/

D. Armed Service Blood Program (ASBP)

What is the Armed Services Blood Program (ASBP)? The ASBP is the official blood collection, manufacturing and transfusion program for the US military. The mission of ASBP is to provide quality blood products and services for all worldwide customers in both peace and war.

As a tri-service organization, the ASBP represents all three (3) services – Army, Navy, and Air Force – and is tasked with the collection, processing, storage and distribution of blood and blood products to ill or injured service members, veterans and their families worldwide. The program manages blood requests from the five (5) major combatant commands by directing available blood supplies when and where needed.

The ASBP is not the same organization as the Red Cross. The military blood program was begun by President Truman in 1952 and has been its own fully-operational, distinct blood program since 1962. After the Korean War, the ASBP took over collecting, processing and transporting blood products for the military community from the American Red Cross.

ASBP is one of the four (4) organizations that ensure this nation has a safe, potent blood supply. The ASBP works closely with all civilian blood agencies – American Red Cross, America’s Blood Centers, Blood Centers of America and other local hospital organizations in times of need.

However, the ASBP is the sole provider of blood and blood products for the US Armed Forces. Remember, anywhere and anytime you donate – whether it is the ASBP or a civilian collection agency – you save lives. AMVETS strongly suggests that you reach out first to the ASBP program and use the Red Cross as *Plan B* if there is not an ASBP option in your area. For more information on the ASBP program go to http://www.militaryblood.dod.mil/Donors/donor_faq.aspx.

In appreciation and in recognition of AMVETS members who regularly and unselfishly give blood beyond eight pints, posts or departments can award an AMVETS Blood Donor Pin. Certificates of Appreciation and Blood Donor Pins are available by completing the Blood Donor Program Form at: <http://amvets.org/wp-content/themes/amvetshq/docs/program-form-03.pdf>.

E. Scouting Programs

1. Boy Scouts of America (BSA)

AMVETS is proud to partner with the largest youth movement in the free world, the Boy Scouts of America (BSA). AMVETS is a chartered partner with the BSA and has a seat on the National BSA Community Relations Committee. Scouting offers a time-tested set of activities that have produced fine citizens, many of them veterans, dedicated family members, and strong community leaders for over 100 years.

Thanks to the efforts of our AMVETS’ volunteer leaders, many of our posts serve as chartered partners of packs, troops and crews.

Chartering a Scout unit can create opportunities for your post members to set patriotic examples for your Scouts and become even more active in your post by serving as Scout leaders. Scouts, their parents, and their leaders can also be a major source of manpower in accomplishing community service projects. Boy Scout Troops are the perfect participants for our Americanism and AADAA poster and essay contests.

Developing a plan is the first step in implementing post-level scouting activities. Once this plan is completed, the post should present its scouting chapter application to the local Boy Scout Council. Contact the National Programs Department if you or your post would like to learn more about organizing/chartering a BSA unit.

2. The National AMVETS Eagle Scout Certificate and the Girl Scout Gold and Silver Award Certificates

These are available to all young men and women who achieve this high honor. The troop leader must send a request to the National Programs Department. A congratulatory letter and certificate are sent to the department or post so an AMVETS member can make the individual presentation

at an award ceremony. If an AMVETS member is not able to make a presentation, the certificate is sent to the troop leader for presentation.

Awards can be requested online here: <http://amvets.org/boy-scouts-america/>.

3. The AMVETS/BSA Youth Outreach Award

This is designed to recognize AMVETS members who are actively engaged in the Scouting Program in their local communities. Any AMVETS member who is a registered Scouter may apply, not only those affiliated with an AMVETS-chartered Scout unit. The award is not meant to be selective or limited, but one that is available to any AMVETS member who fulfills the requirements of the award. Those requirements include participation in training, demonstrated dedication, and the work required to expand the Scouting program within AMVETS. The award may be presented at a Post, Department, or at the National level. The award consists of a lapel pin that may be worn on AMVETS clothing or civilian wear, and a gold and purple square knot, which may be worn on the Scout uniform. A certificate and congratulatory letter will also be provided by the National Commander of AMVETS.

To retrieve AMVETS/BSA Youth Outreach Award application, go here:
<http://amvets.org/wp-content/themes/amvetshq/docs/boy-scouts-01.pdf>

XIII. NATIONAL AWARDS PROGRAM FOR POSTS AND DEPARTMENTS

What has your post and department accomplished this past year that deserves recognition?

Why not spread the news and at the same time compete for national prizes and distinction? The National Second Vice Commander for Programs and the National Programs Director encourages all posts and departments to submit their entries for the annual National Awards Program. All entries must be **submitted by July 1st**. Awards are made at the AMVETS National Convention.

To apply for any of the awards listed below, please contact Programs Department for the link to go to the application. It will also be announced in the weekly Programs Blast.

A. Awards are broken down into five (5) categories

- Americanism (Post and Department)
- Community Service;
 - Paul Welsh (Department)
 - Robert Gomulinski (Post)
- J/ROTC (Department)
- The Ted "Les" Leszkiewicz Drug and Alcohol Awareness Award (AADAA) (Post)
- National Second Vice Commander Award (Department)

B. Selection Criteria

Independent national judges identify and rank those posts and departments who actively participate in community service and other AMVETS programs. Each award, which is announced and presented at the AMVETS National Convention, serves as a tangible reminder of the hard work and dedication that is found in all of our posts and departments. **However, the only way to have an opportunity to be recognized for your efforts is to enter the competition.** Each national award is listed on the online application.

All programs and events must be documented on the Programs' Reporting system in order to be considered.

C. Presentations may be submitted in the following categories

1. Americanism Awards (Post - \$1,000, Department - \$1,500)

Americanism Awards are presented annually at the National Convention to the AMVETS *department and post* that have made the most outstanding contributions to Americanism during the preceding year.

- **Qualifying Criteria**

Activities, considered patriotic or military related such as (but not limited to) POW/MIA ceremonies, memorial/veteran flag day ceremonies, parades, etc.

2. Community Service Awards (2)

a. The Robert Gomulinski (Post - \$1,000, Plaque)

- **Qualifying Criteria**

Community Service is the most important single activity of an AMVETS post. Activities that are related to community service such as (but not limited to) fundraisers to assist needy families, scholarship programs, blood drives, working with the elderly and youth, white clover, scouting in addition to programs that directly enhance the lives of active military, veterans, and their families.

b. The Paul Welsh (Department - \$1,500, Plaque)

This award was named in honor of PNC Paul C. Welsh of Ohio. Commitment to community service is realized through programs and projects that confront community issues and help satisfy community needs.

- **Qualifying Criteria**

Activities that are related to community service such as (but not limited to) fundraisers to assist needy families, scholarship programs, blood drives, working with the elderly and youth, white

clover, scouting in addition to programs that directly enhance the lives of active military, veterans, and their families.

3. AMVETS Department J/ROTC Award (Department - \$1500 and Plaque)

J/ROTC – the Reserve Officer Training Corps – is the training ground for tomorrow’s military leaders. To show our support for the J/ROTC program at colleges, universities and high schools, AMVETS presents special AMVETS J/ROTC medals to selected cadets, those chosen for their scholastic and leadership ability and performance.

- **Qualifying Criteria**

Activities which are related to J/ROTC such as (but not limited to) J/ROTC medal presentations, support for various J/ROTC functions, etc.

4. The Ted Leszkiewicz AADAA Award (Post - \$500 / Plaque, two (2) awards)

This award, named in honor of PNC Thaddeus “Ted” Leszkiewicz of Michigan, recognizes the department with the most outstanding AMVETS Against Drug and Alcohol Abuse (AADAA) program in the nation.

- **Qualifying Criteria**

Activities related to the promotion of anti-drug and alcohol use throughout the community and public schools.

5. National Second Vice Commander Award (Department - \$1,000/Plaque)

The purpose of the National Second Vice Commander Award is to recognize a department (Department 2nd VC) that has mentored and assisted their Posts in executing and reporting core AMVETS programs that serve America’s veterans and this nation’s citizens.

- **Qualifying Criteria**

Departments must achieve the following **three (3)** requirements to be considered:

- 1) Department 2nd VC must have a personal email account and an AMVETS Programs Reporting System log-in.
- 2) Department must achieve 100% Posts reporting for their programs for the immediate two (2) six-month reporting periods prior to the National Convention (July – December, January – June).
- 3) Department must surpass their respective total Program Dollar value achieved the preceding twelve months. (Two (2) six-month reporting periods that preceded the immediate two (2) being evaluated.)

XIV. APPENDIX A

AMVETS Program Calendar

	January	February	March	April	May	June	July	August	September	October	November	December
Holidays / HQ closed	New Year's Day MLK Day	President's Day			Memorial Day		Independence Day		Labor Day	Columbus Day	Veterans' Day Thanksgiving Black Friday	Christmas
			Spring NEC		Military Appreciation Month	Flag Day		National Convention	Patriot Day (9/11)			Fall NEC
	First Reporting Period						Second Reporting Period					
	National Scholarships Applications Open Mid-Jan through 30 April					National Scholarship Winners Announced						
		End of Year Report Released					1 July: National Programs Awards Applications due to National					
							15 July: Quality Post Distinction Checklist due					
			Because We Care Day/ Hygiene Kits Sent		VAVS NAC Convention		15 July: VAVS Appointments due to National				AMVETS Phone Cards Sent Out	
		(J)ROTC Recognition Ceremonies					1 July: Americanism and AADAA State Winners due to National	31 Aug. Names Submitted to National for Freedoms Foundation			Freedoms Foundation at Valley Forge	

Year Round Programs:

- Boy Scouts of America Sponsorship Opportunities
- Homeless Veterans Support Opportunities
- Military Funeral Honors Opportunities
- Organ & Bone Marrow Donor Program/Armed Served Blood Drives
- Suicide Prevention/S.A.V.E. Opportunities
- Support our Troops, National Guard and non-National Guard specific
- VAVS Volunteer Opportunities
- Veterans History Project Opportunities
- White Clover Fundraisers

