

2024
Mid-Winter
LEADERSHIP Conference
American Legion Auxiliary Department of New York



**Grants Light the
Way for the ALA!**

Cathleen MacInnes

A Community of Volunteers Serving Veterans, Military, and their Families

Finding funding

2024 MidWinter Conference

What do you want to do?

- Renovate your Post Home
- Provide equipment/furnishings to your local VAMC or local transitional housing for veterans
- Send girls to ALA Empire Girls State
- Pay for members to attend Convention
- Go back to school
- _____

Where can you find help?

Renovating the Post Home

An American Legion Family project!

- Lowe's Hometowns Grant
- Home Depot Foundation
- New York State Veterans Nonprofit Capital Program (VNCP)
- Local hardware store
- Bell jar funds
- Can you use poppy funds? NO

Provide equipment/furnishings to the VAMC or transitional housing

- Utilize the American Legion Auxiliary Foundation Veteran Project Funds Grants!
- for projects that meet a one-time, new need benefitting multiple veterans, military and their families
- www.alafoundation.org

Provide equipment/furnishings to the VAMC or transitional housing



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ALA Foundation

The American Legion Auxiliary Foundation positively impacts the lives of our veterans, military, and their families by funding programs of the American Legion Auxiliary today and for future generations.

[DONATE](#)

Provide equipment/furnishings to the VAMC or transitional housing

- replace washer, dryer, and walk-in refrigerator at a Veterans Center
- patio furniture at the state Veterans Home
- a bingo machine for the local VAMC
- adaptive sports kayaks for a VAMC
- minivan for homeless Veterans Housing Facility
- computer for state Veterans Home

Provide equipment/furnishings to the VAMC or transitional housing

- VAMC
- Veterans transitional housing facilities
- Other VSOs

Provide equipment/furnishings to the VAMC or transitional housing

Once you've identified a project, this is your new best friend!



Dean Sanders, Grants Coordinator, (317) 569-4532

Send girls to ALA EGS

- Special fundraising event
- Post – bell jar funds
- PTA
- Your employer
- League of Women Voters
- Local organizations – Lions, Rotary, and others
- Can you use poppy funds? NO

Pay for Convention attendees

- Special fundraiser (Unit or County)
- Post – bell jar funds
- Can you use poppy funds? NO

Go back to school

- Department ALA or SAL scholarships – check your eligibility!
- National ALA Non-Traditional Student Scholarship – includes training in a certified trade, professional, or technical program OR a two- or four-year degree program at an accredited educational institution
- Can you use poppy funds? NO

Your projects

What do you need funding for?

What projects are you considering?



Thank
you!

The image features the words "Thank you!" in a highly stylized, 3D pop-art font. The word "Thank" is positioned above "you!". The letters of "Thank" have a vertical gradient from purple at the top to orange and pink at the bottom. The letters of "you!" have a vertical gradient from light blue at the top to green at the bottom. Each letter is thick and has a black outline. The text is surrounded by several starburst shapes that resemble shooting stars or rockets, with yellow tips and orange-to-pink gradients. The entire graphic is set against a plain white background.

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YOUR FEEDBACK MATTERS!

**LEADERSHIP USES LOVE TO GUIDE
PEOPLE THROUGH THE DARK.**



SCAN ME

Scan the code above or use the paper provided to complete an evaluation after each session or complete multiple evaluations at once at the end!

ALA Empire Girls State Top 10 Questions...



2024
Terri
Claire H
Kaylee I



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What is ALA Empire Girls State?



Participants are eligible for Samsung Scholarship and optional college credit program

What it IS:

- Workshops in Government Process
- Running Campaigns
- Writing Bills
- Participating in POW/MIA and Flag Ceremonies & the Pledge of Allegiance

What it is NOT:

- A US Government or History Lesson
- A Sports or Recreational Camp
- A Women's History Lesson

Participants become Citizens of a 51st mythical state in which they elect their own officials from County officials, judges, members of the legislature, State officials and a Governor. They organize into two parties, introduce and debate bills, and carry out the duties of the office to which they are elected or appointed. Much excitement and political maneuvering comes about as they get acquainted, hold their caucuses, elect party leaders and then go on to elect the other officials.

What else do I need to know about ALA EGS?

Why do I need to know more?

How can I talk about the program in clear, concise, accurate, informative ways?

[Visit our website!](https://empiregirlsstate.org) <https://empiregirlsstate.org>



What does the week look like?

Daily:

- Flag ceremonies
- Work within the county (county level elections)
- Committee Work (writing bills)
- General Sessions (guest speakers, instruction, presentations)
- Working lunches
- Breakfast & dinner with your county
- Work time (campaigns, planning, bills...)
- Unwind, late night food, and social networking

During the week:

- Americanism presentations
- ALA presentations
- POW/MIA and Flag Disposal Ceremonies
- Campaigning and Elections
- Party Caucuses
- Parade and Rally
- Service Project
- State of the State Ceremony

What is the selection process for participants?

How are citizens selected?

Selection of citizens happens at the local unit and county level.

- Units connect with local HS guidance counselors, teachers, and principals to advertise program opportunity and receive list of interested candidates who meet the criteria.
- Units conduct interviews using the provided interview questions to select citizens.
- Select citizens and alternates based on your county's established quotas. Selection of alternates is important to the success of your county in fulfilling your quota.

Where do I find what I need?

<https://empiregirlsstate.org/ala-resources/>

Password: GirlsState

How do I get the word out?

What is your "best practice" ideas for advertising the ALA Empire Girls State opportunity?



What are the STAFF ROLES and LEADERSHIP OPPORTUNITIES within ALA EGS?

- *Department President*
- *ALA EGS Chairman*
- *ALA EGS 1st Vice-Chairman*
- *ALA EGS 2nd Vice Chairman/Registrar*
- *Department Americanism Chairman*
- 2 Nurses
- 2 Political Instructors
- ALA EGS Program Secretary
- Coordinator of Merchandise and Apparel
- 2 Coordinators of Media, Technology & Elections
- Coordinator of Academic Affairs & Elections
- Wellness Coordinator

Counselors
(2 for each ALA EGS county)

What do those staff members do?

Am I qualified?



Title	Requirements	Sample Responsibilities
Nurses	Must have an active RN, LPN, or EMT license for the state of NY	<ul style="list-style-type: none">• Work with Brockport dining to accommodate dietary restrictions• Administer first aid and care for citizens and staff in the dorms and during working time
Political Instructors	Formal or informal experience with US government/policy education	<ul style="list-style-type: none">• Assist citizens with bill writing process during committee time• Conduct educational presentations on bill writing and legislation
ALA EGS Program Secretary	Basic computer and typing skills, Google Suite	<ul style="list-style-type: none">• Collect information from ALA EGS counties daily to publish the ALA EGS newsletter• Work with Coordinator of Merchandise & Apparel
Merchandise/ Apparel Coordinator	Able to lift 20 lbs and be active on your feet	<ul style="list-style-type: none">• Unload/unpack, set up, and maintain inventory of ALA EGS merchandise• During check in, daily down time, and evenings/late night run the ALA EGS store

What do those staff members do? Am I qualified?



Title	Requirements	Sample Responsibilities
Media, Tech & Elections Coordinators	Familiar with google suite, editing, Canva/Pic Collage, social media etc	<ul style="list-style-type: none">● Generates forms for election results at ALA EGS county and state levels● Takes pictures throughout the week for end of the week slideshow● Updates ALA EGS social media r accounts egularly
Academic Affairs/Election Coordinator	Working knowledge of Google Suite, willingness to take on additional tasks throughout the week	<ul style="list-style-type: none">● Provide training to staff on facilitation of committee advising● Explanation of election and voting process to staff and citizens
Wellness Coordinator	Formal social worker/psychology/therapy training	<ul style="list-style-type: none">● Assist nurses with mental health concerns of citizens and staff● Respond to concerning behavior of bullying or discrimination

How do I get involved and become a supporter/staff member?

Even if your not sure what role you'd be interested in serving in.
Come see us at the table and let's talk!

I have questions about...Who do I ask?

	Terri	Claire	Kaylee
Registration			X
Boosters and Ads		X	
Extra Shirts	X		
Volunteering	X	X	X
Donations	X		
Transportation		X	



**APPLY
TODAY!**



Woah...I'm not ready to be on staff...what else can I do to be involved and support ALA EGS?

- Become a County or Unit ALA EGS Chairman
- Share information with other members who may be interested in serving on the ALA EGS staff/help with staff recruitment
- **Support the program's Amazon Wish List**
- **Become a Booster or Sponsor an Ad in the State of the State program**
- Provide Campaign Bags or Apparel to citizens
- Fundraise-especially for counties with higher transportation costs
- Check-in Volunteers
- Staff set-up and training day volunteers (Brockport, June 27, 28, 29th)
- Donations and Chance to Win opportunities

How can we as a unit involve our ALA EGS participants, and encourage membership?

What does your ALA County/Unit do to maintain involvement of your ALA EGS alumnae?

- Invite participants to share about their experiences at the Unit and/or County level.
- Honor Flight Welcome Home events in your area.
- Invite participants to join your Memorial Day and or 4th of July Parades.
- Invite them to join your Candidate interview team or participate in an overview conducted at the school.





What is next?

What questions do YOU have?

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-
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-
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YOUR FEEDBACK MATTERS!

A LEADER'S JOB IS
TO SHINE A LIGHT
ON THE TALENT OF PEOPLE.



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A Community of Volunteers Serving Veterans, Military, and their Families

Auditing 101

2024 Midwinter Conference

Why?

Unit Bylaws, Article IV, Section 4

The Treasurer's books shall be open to inspection at all times and shall be audited as prescribed by the Unit but no less often than annually.

- Protects the funds AND the Treasurer
- Provides data for budget development

Who?

The Finance/Risk & Compliance Committee is responsible for this task;

this committee of three is appointed by the President.

The Treasurer may be invited to the audit meeting to answer questions but should not be a member of the committee.

When?

- Annually, at the end of the fiscal year (July 31st)
- When there is a change in Treasurers, regardless of when that occurs
- When it is determined that an audit is needed

Where?

The audit may be conducted at the Post Home, the Treasurer's home, or the home of any member of the committee (including the President), or at another location mutually agreed upon.

How?

- Set a date and time when all members, and the Treasurer, can be present
- Collect all necessary documents
- Divide the tasks as needed
- Review all completed tasks
- Prepare a report

“Necessary documents”

- Current year’s budget
- Minutes from all meetings
- Bank records for all accounts (statements, deposit slips, check copies)
- Supporting documentation for all expenses

Tasks, Part I

- Compare actual receipts to those budgeted, noting any significant differences.
- Confirm that all budgeted expenses were paid, noting any which were omitted.
- Compare actual expenses to those budgeted, noting any significant differences.

Tasks, Part II

- Confirm that any donations or expenses approved at a meeting were paid as approved, noting any discrepancies.
- Confirm that expenses are supported by requests for donations or relevant receipts.

Tasks, Part III

- Review bank statements to confirm that the accounts are in balance and all receipts and checks are accounted for, noting any discrepancies.
- If the Bylaws or Standing Rules require authorization or multiple signatures for certain checks, confirm that those procedures are being followed.

Tasks, Part IV

- All three members of the committee should review all completed tasks
- Prepare the audit report
- Present the audit report at the next regular meeting of the Unit/County





Thank You

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YOUR FEEDBACK MATTERS!

SUNRISES REMIND LEADERS THAT
EVERYDAY IS A FRESH START.



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