
How to Complete the Legislative Year-End Report

A simple walkthrough for every Unit

Box 1 – Unit Information

This one is easy! Just fill in your Unit name, number, and contact information.
This helps me reach you if I have questions — especially if your handwriting gets a little creative.

Box 2 – What Your Unit Did to Promote Legislation

Tell me what your Unit did this year at the **Unit level**. Examples include:

- Sharing monthly updates on grassroots bills with your members
- Encouraging members to write letters during Legislative Month
- Promoting “Get Out the Vote” efforts for the state
- Or the most common answer: **N/A — we didn’t do anything**
 - And yes... **that is completely OKAY!**
 - Reporting “nothing” still counts and still helps Arizona.

Box 2, Question 2 – Did you do any of the following?

This section is simply a checklist to help jog your memory.

If you didn’t do something, just check **No**.

(Hint: This is a state election year with races for Governor, Attorney General, U.S. House seats, and State Legislature seats.)

Box 3 – Campaigns (Grassroots Advocacy)

This refers to actions taken through the American Legion’s grassroots system:

<https://www.votervoice.net/AmericanLegion/Register>

If you participated:

- How many actions did you complete

- Did you receive any responses
- How did you keep track

For example, in my Unit we report in March how many actions we submitted and whether we received replies. Personally, I save all response emails in a special folder so I can easily count them at year-end.

(And yes... Arizona is rarely in the top 20 for participation. Wouldn't it be great to change that? Just do your best!)

You can also report if you:

- Hand-wrote and mailed letters
- Called or texted an official
- Contacted national, state, or local leaders

How did you promote these efforts?

Examples:

- Mentioned them in meetings
- Included them in your newsletter
- Or... didn't promote them at all — and that's fine, just report it.

Box 4 – Final Page

- Did your Unit promote the Auxiliary at the local, state, or national level?
 - If not, simply mark **N/A**.
- Is there anything else you want me to highlight or promote for you?
- Are you including a narrative?
 - If yes, I'll make sure it stays attached.
 - If no, I'll use the contact information from Box 1 if I need clarification.

Submitting Your Report

 **Email your Year-End Report by May 1, 2026**
alalegislativeaz@gmail.com

Subject line:

Unit # – Leg 25-26 Year-End

I will respond within 24 hours.

If you don't hear from me, please call **623-640-0134**.



If you prefer to mail:

Kathy Amery

9902 W Desert Hills Drive

Sun City, AZ 85351

Please reach out anytime (except during sleeping hours!) if you have questions or want to send photos.

Legislative Report Year-End 2025-2026

Department Arizona **Box 1**

Unit Number _____

Unit Name _____

Unit Chairman _____

Contact email _____

Contact Phone _____

Unit meetings- Tell me about it! Box 2

What have you done to promote Legislative at your meetings?

Did you do any of the following?

Legislative Rallies No ☐ Yes ☐ Town Hall Meetings No ☐ Yes ☐

Meet the Candidates Night No ☐ Yes ☐

Did you do something else to promote legislative activities? No ☐ Yes ☐

Did you promote outside your unit? For example, to Legion, Riders or SAL?

No ☐ Yes ☐

Voting

Did the Unit promote voting to its members? No ☐ Yes ☐

Give details on a separate sheet or make sure to include them in the narrative.

Are you including pictures? No ☐ Yes ☐ If so, please make sure to include event, who is in pictures, date.

Please provide details here or on another sheet or in your narrative.

Campaigns **Box 3**

Are anything you did writing letters, conversations or grass roots efforts. Give details on a separate sheet or make sure to include them in the narrative.

Were there any campaigns to White House, U. S. Senators, Reps, State or Local Officials?

No ☐ Yes ☐

How many emails through Grass Roots action center sent?

U.S. Senators _____ U.S. Reps _____ State Officials _____ Local Officials _____ White House _____

How many letters were sent to:

U.S. Senators _____ U.S. Reps _____ State Officials _____ Local Officials _____ White House _____

Number of Other Contacts (visits, telephone calls, or direct e-mails etc.) with?

U.S. Senators _____ U.S. Reps _____ State Officials _____ Local Officials _____ White House _____

Number of Replies Received:

U.S. Senators _____ U.S. Reps _____ State Officials _____ Local Officials _____ White House _____

How did you promote these activities?

Box 4-Last page

Did you or your unit write a resolution, or petition for rights for our Veterans, for example go to your local Mayor and petition for Be the One Day 1st day of each month?

No ☐ Yes ☐

Describe any other Legislative activity that you would like to share. Give details on a separate sheet or make sure to include them in the narrative.

Narrative included? No ☐ Yes ☐

E-MAIL YEAR-END REPORT BY MAY 1, 2026

alalegislativeaz@gmail.com

- **in the subject line put Unit # Leg 25-26 Year End-**

I will respond within 24 hours of receiving. If you do not hear from me- call 623 640 0134

If you prefer to mail Kathy Amery | 9902 W Desert Hills Drive Sun City, AZ 85351