

# Member Handbook



**American Legion Auxiliary**

**DEPARTMENT OF MINNESOTA**

**October 2023**

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## Introduction

Welcome to the American Legion Auxiliary! The following pages will answer many of the questions you may have about the American Legion Auxiliary. This booklet will not answer all of your questions. Please do not hesitate to contact your Unit President, your District President, or the Department Office if you have other questions.

You are a member of:

Unit Name and Number \_\_\_\_\_

Unit President \_\_\_\_\_

Contact Number \_\_\_\_\_

District Number \_\_\_\_\_

District President \_\_\_\_\_

Contact Number \_\_\_\_\_

We are all here for the same reason: To support the Veterans and their families!

Please read this carefully, as it will guide you through years of service to our country and its Veterans. At first you may feel overwhelmed and feel there are a lot of rules to remember, but in time they will become second nature to you. Remember, it took our members years to handle all the regulations; don't try to memorize them all at one time. As you look through the pages it may seem scary, but don't worry no one will criticize you if you make a mistake. Have fun!!



We can all be more productive if we are in high spirits. As you attend the functions of the American Legion Auxiliary and get to know the organization, you will realize that we are all here for the same purpose: AMERICA!!

## **American Legion Auxiliary Mission Statement:**

In the Spirit of service, not self, the mission of the American Legion Auxiliary is to support The American Legion and to honor the sacrifice of those who serve by enhancing the lives of our veterans, military, and their families, both at home and abroad. For God and Country, we advocate for veterans, educate our citizens, mentor youth, and promote patriotism, good citizenship, peace, and security.

## **Vision Statement:**

The vision of the American Legion Auxiliary is to support The American Legion while becoming the premier service organization and foundation of every community providing support for our veterans, our military, and their families by shaping a positive future in an atmosphere of fellowship, patriotism, peace, and security.

## **Why We Matter**

The 2019 estimated value of one hour of volunteer service is \$ 22.55, according to the Independent Sector, a coalition of charities, foundations, and corporations that publishes research important to the nonprofit sector.

**American Legion Auxiliary members have volunteered more than 7 million hours for a collective value of service to our veterans, service members, and their families of more than \$1.1 billion.** That's quite a global impact, and a powerful number that accentuates who we are, what we do, and why we matter!

## **Purposes**

In fulfillment of our Mission, the American Legion Auxiliary adheres to the following purposes:

- To support and advocate for veterans, active military and their families
- To support the initiatives and programs of The American Legion
- To foster patriotism and responsible citizenship
- To award scholarships and promote quality education and literacy
- To provide educational and leadership opportunities that uphold the ideals of freedom and democracy and encourage good citizenship and patriotism in government
- To increase our capacity to deliver our Mission by providing meaningful volunteer opportunities within our communities
- To empower our membership to achieve personal fulfillment through Service Not Self

## **Values**

Our statement of values is predicated on the founding purposes:

- Commitment to the four founding principles: Justice, Freedom, Democracy, Loyalty
- Service to God, our country, its veterans and their families
- Tradition of patriotism and citizenship
- Personal integrity and family values
- Respect for the uniqueness of individual members
- Truthful open communication in dealing with the public and our members
- Adherence to the adopted policies and rules

## Who We Are

Patriotism and veterans advocacy are so important to the American Legion Auxiliary that for nearly a century, we've been serving, educating and giving to America's finest—our servicemen and women. We answer the call of Service Not Self.



We are the nearly 800,000 wives, mothers, daughters, sisters, grandmothers, granddaughters and descendants of veterans who served our great country during times of war. Some of us are veterans ourselves.

## What We Do

Our members do incredible work.  
On average, each year, they...

- Help nearly 3 million veterans
- Contribute \$36 million toward veterans and military families
- Volunteer 9.3 million hours to support veterans programs
- Contribute more than \$2 million to programs benefitting children and youth
- Volunteer 630,000 hours for active-duty military



## Why Join?

If you value patriotism, responsible citizenship, volunteerism and advocacy for veterans, the military and their families, you will feel right at home in the American Legion Auxiliary. You can educate school children about our nation's flag, assemble care packages to send to our troops, or volunteer at your local VA Medical Center.



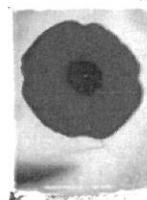
As a member of a local Auxiliary unit, you'll have a ready-made support system and many hands-on opportunities to serve in ways that truly make a difference

## So..Now you are a Member of the Auxiliary

Why did you join?  
Have you been initiated?  
Did you receive an Auxiliary Pin?  
What do you know about the organization?  
Do you have a copy of the Unit Constitution and By-laws or have one available to you?  
What do the members mean when they talk about programs?

These are only a few of the questions that you may ask or be asked. As a member of the American Legion Auxiliary, you deserve the answers to these questions and many more. But, remember, you as a member have a responsibility also.

Are you asking questions? Have you asked someone in the Unit to explain programs to you? You, as a member, have the same rights as any other member to know what is going on and how the Unit, District, and Department (state) operate. You will learn faster and feel a part of things if you become involved.



### Volunteer, Join committees, Ask questions

You can learn a lot about the American Legion Auxiliary by reading the Unit Handbook. Ask to borrow a copy from one of the other member's. They are invaluable in answering questions about our organization and you will find yourself answering those questions! You will eventually want a copy for yourself, they are available for purchase.



Attendance at Unit, District, and Department meetings is another great way to learn about the organization and the programs. You also learn lots of good ideas for working the programs and having fun at the same time.

Do these things and you will really begin to feel as if you belong. To help you along the way, the following pages detail the ABC's for members as well as your rights as a member.

## Basic Information

Here is some general information you will be expected to know:

1. Three raps of the gavel means to stand up, one rap means to sit down.
2. Always wear your membership pin over your heart.
3. Nothing should be placed above your membership pin, except a flag pin or corsages.
4. The area in front of the President's podium, between the American flag and the American Legion Auxiliary banner is hallowed ground. During a meeting you should not step between or reach across this area for any reason. This area symbolizes the unity between America and our organization.
5. When at a meeting, and you wish to speak, address the President "Madam President", wait to be recognized and then speak.
6. The presiding office is referred to as "the chair".
7. The organization structure is as follows:
  - a. Units – the smallest division. Unit usually refers to a city; however there may be many Units in a city.
  - b. Districts – Several Units make up a District
  - c. Departments – Another name for State. There are 10 Districts in the Department of Minnesota.
  - d. National – this is the organization as a whole. This includes all Units whether in America or in another country. We all have the same National President.



### **A Typical Unit Meeting:**

- ☐ Call to order
- ☐ Advancement of Colors (optional)
- ☐ Prayer
- ☐ Pledge of Allegiance to Flag
- ☐ National Anthem/patriotic song (optional)
- ☐ Preamble to the Constitution of the American Legion Auxiliary
- ☐ Roll Call of officers
- ☐ Reading and approval of minutes from previous meeting
- ☐ Treasurer's Financial Report
- ☐ Reports of:
  - ☐ President
  - ☐ Secretary
  - ☐ Executive Committee
  - ☐ Membership Committee
  - ☐ Standing Committees
  - ☐ Special Committees
- ☐ Reading of Communications
- ☐ Unfinished Business
- ☐ New Business
- ☐ Announcements
- ☐ Adjournment of Business Meeting
- ☐ Retirement of Colors (optional)

## **The Preamble to the Constitution of the American Legion Auxiliary**

For God and Country, we associate ourselves together for the following purposes:

To uphold and defend the constitution of the United States of America; to maintain law and order; to foster and perpetuate a one hundred percent Americanism; to preserve the memories and incidents of our associations during the Great Wars; to inculcate a sense of individual obligation to the community, state and nation; to combat the autocracy of both the classes and the masses; to make right the master of might; to promote peace and goodwill on earth; to safeguard and transmit to posterity the principles of justice, freedom, and democracy; to participate in and contribute to the accomplishment of the aims and purposes of The American Legion; to consecrate and sanctify our association by our devotion to mutual helpfulness.

## **Explanation of the Preamble to the Constitution of the American Legion Auxiliary**

**“For God and Country, we associate ourselves together for the following purposes: To uphold and defend the Constitution of the United States of America...”**

The first of the 10 principles of The American Legion and Auxiliary is a sacred pledge of allegiance to the Constitution of the United States. It is most appropriate that the first ideas presented in the Preamble be dedicated to the continued defense of our nation by those very persons who have either served in wartime or had a close relative who served. The pledge to uphold and defend America is the first obligation of every Legionnaire and Auxiliary member.

**“To maintain law and order...”**

Law and order must be maintained if freedom is to be maintained. Liberty is not license. Good government means that all citizens are secure in their lives and property. To this, the Legion and Auxiliary are pledged by the second principle stated in the Preamble.

**“To foster and perpetuate a one hundred percent Americanism...”**

The term “Americanism” covers all of the things that have made the American nation great and the American people free. It implies qualities of character as well as principles of government. Under this Constitution's principles, the Legion and Auxiliary have worked, and are continuing to work, to defeat the attempts of subversive organizations to undermine our system. We attempt to build loyalty to and confidence in American ideals, and to develop an American citizenship capable of making America's free form of government a constantly greater success.

**“To preserve the memories and incidents of our associations during the Great Wars...”**

Every member of the Auxiliary has close personal associations with the sacrifice of war, be it World Wars I and II, Korea, Vietnam, Grenada/Lebanon, Panama, Persian Gulf, Operation Desert Shield/Storm or the Gulf War/War on Terrorism. The associations and incidents of these struggles are to be remembered not only for their heroes, their victories for freedom, but also to remind us of the awful implications and inevitable tragedies accompanying war.

**“To inculcate a sense of individual obligation to the community, state and nation...”**

The individual is the basis of the American nation. Unlike other ideas of government, the American ideal places the individual first. The nation belongs to the individual, not the individual to the nation. The government exists for the purpose of serving the individual, not the individual for the purpose of serving the nation. If this ideal is to survive, there must be a voluntary sense of obligation of the individual to the nation and its component parts, the community and state. The American citizen serves his community, state and nation, not as a driven slave, but as a free man guided by his own sense of duty. To inculcate this feeling among all Americans is one of the great purposes of the Legion and Auxiliary.

**“To combat the autocracy of both the classes and the masses...”**

If America is to remain “the land of the free,” the government must always be a government of all the people and for all the people. No classes are recognized in America. No masses of downtrodden people exist. Neither must be permitted to develop, but America must be kept the country of opportunity for all, where every citizen's first allegiance is to the nation, not to some social or economic class or mass. Dominance must not be gained by any such grouping of Americans. This is another basic pledge of the Legion and Auxiliary.

**“To make right the master of might...”**

The American form of government guarantees equal rights to all citizens. The American Legion Auxiliary, born from a struggle against ruthless might, pledges their strength to a continued struggle to prevent invasion of the rights of any citizen by any force, no matter of what character.

**“To promote peace and goodwill on earth...”**

The men and women of the Legion and the women of the Auxiliary know well the ghastly futility of war. We know that war brings only misery to any nation, which engages in it, to the victor as well as the vanquished. With the lessons of war constantly in mind, we pledge ourselves to promote peace and goodwill among nations. We have worked steadily in the cause in the face of forces, which have sought to sow enmity and war throughout the world.

**“To safeguard and transmit to posterity the principles of justice, freedom and democracy...”**

These were the principles that inspired America's great war efforts over the decades, and the Legion and Auxiliary stand determined that these principles should not be lost to America in time of peace. Following this pledge, the Legion and Auxiliary work to safeguard justice, freedom and democracy against the dangers of indifferent citizenship and undermining by their enemies. It strives to give understanding of and devotion to these principles to the younger generations of Americans so that they will endure for the future of the country.

**“To participate in and contribute to the accomplishment of the aims and purposes of The American Legion...”**

Thus, the Auxiliary pledges its full strength to the support of The American Legion, and affirm its character as an auxiliary to the Legion. It has always been faithful to this pledge, never developing programs or policies of its own, but directing all of its activities towards the “accomplishment of the aims and purposes of The American Legion.”

**“To consecrate and sanctify our association by devotion to mutual helpfulness.”**

In this final phrase of the Preamble is set forth the purpose which has guided the Legion and Auxiliary in all of their vast rehabilitation and youth work; in everything they have done to lighten the burden for those suffering from the results of wars; and to bring full justice to those paying the human price for America's victory. In this work of mercy and relief, the Auxiliary has made great contributions toward the achievement of the Legion's purpose.

## Products or Services

The following publications are available from the Department Office and will help you learn about our organization and the programs we support.

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### UNIT GUIDE BOOK

A comprehensive source of information on the Auxiliary and its programs. Includes Unit operations & procedures, membership eligibility, and prescribed ceremonies.

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### CONSTITUTION & BYLAWS

Department Constitution and Bylaws are available in the Unit Guide.

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### BOOK OF ANNUAL REPORTS

Year-end reports from each program

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### UNIT GUIDE

Updated annually, this guide provides information about each program including tips and how to's for a successful year

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**PLEASE CALL THE DEPARTMENT OFFICE FOR PRICES**

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There are other items available through the Department Office and also through National Emblem Sales.



# American Legion Auxiliary

Department of Minnesota  
State Veterans Service Building  
20 W 12<sup>th</sup> St #314 St Paul MN 55155  
Telephone 651-224-7634 Fax 651-224-5243  
Toll Free 1-888-217-9598  
Email – deptoffice@mnala.org  
www.mnala.org

## Order Form

Last Name \_\_\_\_\_  
First Name \_\_\_\_\_ M.I. \_\_\_\_\_  
Address \_\_\_\_\_ Apt./Unit \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_  
Phone ( ) \_\_\_\_\_ E-Mail \_\_\_\_\_

Item No.	Price	Qty.	Amount
Subtotal			
See Next Page to determine Shipping			
Total			

Paid with check number \_\_\_\_\_

## Shipping

We will be adding to shipping to all invoices on items ordered from the Department Headquarters. Please note this does not affect membership supplies, etc.

### Packaging and Shipping Rates

Up to \$5.00	2.95
\$5.01 to \$10.00	3.95
\$10.01 to \$20.00	5.95
\$20.01 to \$30.00	7.95
\$30.01 to \$50.00	8.95
\$50.01 to \$100.00	9.95
\$100.01 to \$200.00	15.95
\$200.01 to \$300.00	21.95
\$300.01 to \$400.00	25.95
\$400.01 to \$500.00	35.95
\$500.01 & over	45.95

If you have any questions regarding these prices, please contact the Department Office.



### **The Emblem we wear**

Unity and loyalty are represented by the unbroken circles in blue and gold.

**On a blue circle in letters of gold stands the name of the organization . . . American Legion Auxiliary, a proud name, made significant by service to God and Country in war and in peace. The words emphasize Americanism and service.**

*The Star of Blue is the emblem of service in war; it is no less the Emblem of service in the time of peace.*

**The field of white exemplifies the hope of freedom.**

Set against a gold background, symbolic of rays of the sun and standing for the principles of Justice, Freedom, Democracy and Loyalty, dispelling the darkness of violence, strife and evil.



The American Legion Auxiliary  
Department of Minnesota  
20 West 12<sup>th</sup> Street  
St Paul, MN 55155  
651-224-7634  
deptoffice@mnala.org  
www.mnala.org

### **Information governing the use of the Emblem**

The possession of this emblem in this format does not constitute permission to reproduce it. Permission to reproduce the emblems of The American Legion, the American Legion Auxiliary, and the Sons of the American Legion is confined to those activities listed below.

"The American Legion emblem is fully copyrighted & patented in the name of the National organization. The emblem is also protected by federal legislation which makes it a criminal offense to use, without formal approval of the National organization, the patented insignia of any veterans' group chartered by Congress, one of which is The American Legion."

The above restrictions apply equally to the emblems of The American Legion, American Legion Auxiliary, and the Sons of the American Legion.

The use of the emblem by an individual Auxiliary member is limited to the wearing of the official insignia & to the possession of authorized jewelry and of merchandise bearing the insignia. Units are confined to using the emblem or reproduction of the emblem on stationery, Unit publications, notices, posters, or place cards or matters of similar character used in the ordinary routine and conduct of legitimate Unit business. The use of the emblem by departments and units in each instance is subject to the approval of the National Secretary, provided that: 1) any requests for such use of the emblem by units shall first be subject to department approval before submission to the National Secretary, and 2) any other such use by the department, when approved by the National Secretary, shall be confined within the territorial limits of the department.

## Focus Areas

- Veterans/Military Support & Advocacy
- Family Support
- Youth Development



Over the years, The American Legion Family has influenced considerable social change in America, won hundreds of benefits for veterans, helped military families through transition and produced many important programs for our country's youth.

Today, ALA members across the country are helping military families cope with the effects of multiple deployments. The toll on our all-volunteer force and their families has been enormous.

We know that military service is a sacrifice for the whole family, so ALA members quietly look for ways to ease the burden—whatever it takes to get that family back on their feet physically, mentally, socially and vocationally. If we don't have the resources, we connect military families with our partners who do. Visit our Veterans and Military Family Resources Portal

## Administrative Committees

**Auxiliary Emergency Fund** The Auxiliary Emergency Fund (AEF) is a national grant assistance program that provides temporary emergency help to eligible members of the American Legion Auxiliary who have suffered a significant financial setback as the result of an act of nature or other personal crisis.

**Cavalcade of Memories** The Cavalcade of Memories captures the milestones, moments, and lifetime of our organization from trophies, plaques, and pictures to restored artifacts and priceless keepsakes. These treasures from our history have come to us from all over the world. Each item adds more detail to our Auxiliary history books and another chance to relive our most cherished memories.

**Constitution & Bylaws** The success of any nonprofit organization depends on a sound governance structure that relies on efficient governance documents to frame the organization's fundamental policies for driving its mission. Governing documents must be carefully developed, properly written, and periodically reviewed and updated in order for an organization to accomplish its goals and objectives.

Everything done well, including volunteering and serving the Auxiliary's mission in communities across the reach of the United States requires written, reasonable parameters for conducting the mission.

**Purpose Statement:** To inform and educate the members of the American Legion Auxiliary on the importance and power of properly written, reviewed, and updated documents, policies, and procedures at all levels.

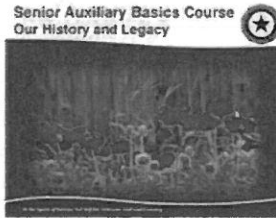


**Finance** Looking ahead to the future financial needs of the American Legion Auxiliary's national strategic plan is a critical responsibility for the national Finance Committee in conjunction with National Headquarters staff. The national strategic plan sets the priority goals for the organization, and financial resources need to be

in place to ensure those priorities are met. Annual budgets to support these priorities are developed, along with longer-range resource development plans, and are presented to our governing body, the National Executive Committee, for adoption.

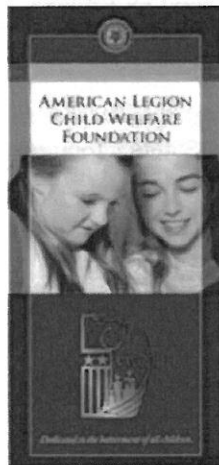
**Purpose Statement:** To oversee the general financial policy of the organization and to prepare and monitor the annual budget and its expenditures.

**Leadership** The American Legion Auxiliary is an organization that provides women of all ages, Junior and adult members, the opportunity to develop and hone their leadership skills. Our organization depends upon an ever-emerging stream of competent new leaders, trained and guided by experienced ones, to assume leadership within the Auxiliary and advance its mission long into the future.



The Auxiliary offers a variety of opportunities for members to serve in leadership roles, from chairing a short-term community service project at the unit level to running for a national office

**Purpose Statement:** To develop and prepare knowledgeable and capable leaders to carry on the growth and success of the Auxiliary by promoting activities and resources that educate, motivate, and mentor members of all ages and at all levels of the organization.



**Liaison to Child Welfare Foundation** We take action because helping children matters. It matters so much to American Legion Auxiliary members that since the American Legion Child Welfare Foundation's inception in 1954, we have contributed more than \$9 million. We know our dollars count.

The Child Welfare Foundation provides grants to child-serving organizations that support everything from childhood disease education and prevention to resources and research for military families. And that is why we give year after year. The American Legion handles the majority of the administrative costs for the foundation, so every dollar collected is entered into the trust fund to be used for grants. We want every child to know that someone cares.

**Membership** As the world's largest women's patriotic service organization, the strength and influence of the American Legion Auxiliary is derived from its members. The Membership Committee works to ensure the future growth and prosperity of the organization by partnering with units, departments, and divisions to develop strategies to retain current members, recruit new ones, and engage all in mission-related activities. Current members renew their memberships when they believe the Auxiliary continues to offer them something of value for their lives.

**Purpose Statement:** To oversee the nationwide effort to recruit and sustain a diverse, active membership and establish new units to ensure the future growth and prosperity of the organization; to promote the benefits of membership in the American Legion Auxiliary and encourage department chairmen to coordinate their membership programs with units in their respective states with the aims and purposes of the organization.

**Member Benefits** Your Auxiliary membership provides more benefits to you than ever before! Through Gallagher Benefit Services, Inc. you have exclusive "member" access to a wide variety of discount services, insurance products and so much more.

Life Insurance	Critical Illness
Discount Rx	Dental and Vision
Medicare Supplement	Long-Term Care
Pet Insurance	

**National Historian** In an effort to preserve the personal accounts of American war veterans, we encourage our local units to support the Veterans History Project. Capturing the stories will ensure that future generations of Americans are afforded a firsthand look at the realities of war. May we always remember the sacrifices made to secure our freedom.



**National Chaplain** American Legion Auxiliary chaplains have compassionate hearts dedicated to service "for God and country." They help members

connect with God and act as spiritual guides in the practice of prayer and service. Chaplains reach out not only to The American Legion Family but also to all of those with needs in their communities, states, and nation. Chaplains at the unit, department, and national levels serve alongside their fellow members and are called upon to pray at gatherings and to lead services such as memorials for our fallen soldiers and deceased members. They energize the hearts of Auxiliary members and foster selflessness as they serve veterans, the military and their families.

**Purpose Statement:** To express, by word and action, our founding principle of service to God and country.

**Past Presidents Parley** The Past Presidents Parley is a forum that brings together the experience of our former presidents and utilizes their expertise in active service to the American Legion Auxiliary. Women who have been president of a unit, department, or the national organization are encouraged to contribute to the Auxiliary as members of the Past Presidents Parley. These leaders share their wisdom and provide ongoing mentorship to empower and bolster the Auxiliary's present leaders, ensuring the continuity and strength of the organization at all levels.

**Public Relations** An organized communication network is critical for the public to become aware of the American Legion Auxiliary's timeless mission, the many programs in place to advance our mission, and how the hardworking members of the world's largest women's patriotic service organization make a difference in the lives of our veterans, our military and their families. The Auxiliary's growth depends on strong grassroots public relations efforts. The Public Relations program works collaboratively at all levels – unit, department, and national – to positively promote and advance the objectives and programs of the Auxiliary to our membership and the public at large.



**Purpose Statement:** To promote, publicize, and re-educate the general public and our members about our core program values of serving veterans and their families

## **Mission Outreach Committees**

### **ALA Girls State & Girls**

#### **Nation** What single

American Legion Auxiliary program can be inspirational, educational, life-changing, and fun? It is



American Legion Auxiliary Girls State/Girls Nation, a marquee Auxiliary program. At American Legion Auxiliary Girls State, high school female students who have completed their junior year are competitively selected to participate in a seven-day mock government program where they learn about civics and American government in a fast-paced, interactive program of campaigning, debating, voting, and electing mock local and state leaders.

### **Americanism**

Respect is both earned and learned. The fundamental value of the American Legion Auxiliary is showing respect for our country and our nation's flag. The Auxiliary creates opportunities for Americans to do both. We share practical things everyone can do to better live as grateful, patriotic citizens. The Auxiliary provides learning opportunities and instructional resources for important things every good citizen should know such as learning about the Constitution, flying the flag on patriotic holidays, folding pocket flags to send to our troops overseas, and presenting flags to local schools and businesses.

### **Purpose Statement**

To inspire, recognize, and perpetuate responsible citizenship through education and acts of patriotism, in order to raise awareness and increase appreciation of the price paid for our fundamental freedoms.

**Children and Youth** Knowledge is power. A core element of the Auxiliary's mission, caring for our children and youth, is sharply focused on educating adults about the needs of our young people. We believe that the more people know and understand about the needs of the children in their communities, the more interest they will have in learning how they can help meet those needs.

In the American Legion Auxiliary, we do more than talk about it. The Auxiliary provides significant cash assistance and direct service and supports legislation that affects children at the local, state, and national levels. And while all children are important, the Auxiliary particularly focuses on helping the children of our veterans and military.

**Purpose Statement:** To work collaboratively with The American Legion to direct and sponsor programs and services that provide care and protection for our nation's children, especially those of our military and veterans.



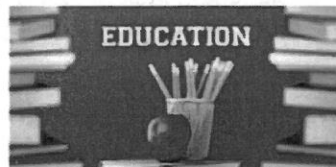
**Community Service** Making our communities better places in which to live is another core value put in action by American Legion Auxiliary members every day across the country. Whether hosting a standdown to bring vital health and support services to homeless veterans or coordinating a send-off or welcome-home event for a deployed military unit, Auxiliary members are continuously at work in their

communities, demonstrating the compassion and heart we have for those who serve our country and give so much. Community Service projects focus on enhancing the quality of life for veterans and their families.

In recent years, the Auxiliary has partnered with the Corporation for National and Community Service to make the Martin Luther King Jr. holiday—the third Monday in January—"a day on, not a day off" for service. Units and departments are encouraged to plan special projects that focus on veterans, military families, or children as part of this national day of service.

**Purpose Statement:** To strengthen our local communities with uniquely identified opportunities of service by providing volunteer leadership, encouraging the stewardship of its patriotic citizens, acknowledging our country's military history, and supporting the families that have sacrificed for our freedom.

**Education** The American Legion Auxiliary believes education is vital to democracy and that investing time and money to educate our youth is literally an investment in America's future. Our Education program fosters learning for children in our own communities, with our



main focus on the children of our military and veterans.

We know the sacrifices of our veterans are the reason we live in freedom; easing the burden of the cost of their children's education is one way we can express our gratitude to them. To that purpose, the Auxiliary supports a number of scholarship programs. These include the Children of Warriors National Presidents' Scholarship educating Children of Warriors, awarded annually to 15 outstanding students who are the children of veterans; the Non-Traditional Student Scholarship,

awarded annually to five students who are members of The American Legion, Auxiliary, or Sons of The American Legion; and the Spirit of Youth Scholarship, awarded annually to one Junior Auxiliary member in each of the Auxiliary's five national divisions. Units and departments are encouraged to publicize the availability of these scholarship programs in their communities and to establish new scholarships at the local level.

Educating our communities about the sacrifices of our military men and women is another goal of the Auxiliary. Units and departments are encouraged to participate in our organization's national education initiatives and those of The American Legion.

One of these initiatives—**Veterans in the Classroom**—is an effort to bring history to life by having local veterans speak to students about their real-life experiences in the military. Other initiatives include collaborating with Family Readiness Groups, known as FRGs, to assist with special projects for the schools on military bases, and conducting local projects to donate school supplies to children in need.

**Purpose Statement:** To promote quality education for children and adults through classroom activities, literacy programs, scholarship promotion, and support of education beyond high school, especially for military children.

**Junior Member Activities** Engaging the next generation to become members in the American Legion Auxiliary is the important purpose of the Junior Activities program.



**Junior membership is open to girls from birth through age 17.**

The Junior Activities program prepares girls under the age of 18 to become active adult members of the organization by providing positive volunteer experiences that instill the ideals of the Auxiliary. These girls develop leadership skills while having fun and hopefully becoming the future leaders of our organization.

Juniors are members of the Auxiliary who are organized as a committee of a unit. Juniors are not a separate Auxiliary organization. Junior members conduct their own meetings and perform their own special activities. Junior members plan their own community service projects, along with supporting projects sponsored by the Auxiliary and The American Legion Family.

Connecting with our Junior members and involving them in worthwhile activities that support our mission are the best ways to ensure the continuation of the Auxiliary for as long as there are veterans to serve.

**Purpose Statement:** To interest eligible young women (under age 18) in adult Auxiliary membership through positive experiences of mission-based volunteer opportunities that instill the ideals of the organization



**Legislative** Every day, hundreds of thousands of troops are fighting for our freedom across the globe. At the Auxiliary, we never stop thinking about what they face while deployed and what they will need when they return home. As advocates for our veterans, we encourage our members to contact their elected officials by phone, email or letter to implore them to keep the needs and sacrifices of our troops and their families front and center as they go about their legislative work on behalf of their constituents – that's all of us!

The American Legion Auxiliary supports the legislative priorities adopted by The American Legion. The American Legion's Legislative Division in Washington D.C. keeps abreast of current legislation relating to veterans' benefits, national security, and children and youth. Auxiliary members are encouraged to subscribe to The Dispatch, published by The American Legion to keep The Legion Family aware of legislative issues and the official positions of The American Legion on those issues.

**Purpose Statement:** To train and inform our members to become grassroots advocates for veterans and their families with local, state, and national elected officials, supporting the Legislative agenda and initiatives of The American Legion

**National Security** By supporting activities that address the practical and emotional well-being of military service members and their families, the Auxiliary's National Security program hopes to ease the worries of those deployed so that they can focus on the monumental task of protecting our country. Auxiliary members step up and reach out to care for military families in very practical ways, such as assisting with their needs for child care and lawn work or by providing a listening ear to a stressed out spouse.

Local Auxiliary units often collaborate with Yellow Ribbon Reintegration Program, Operation Homefront, Operation Comfort Warriors, Heroes to Hometowns, POW/MIA Initiatives, USO affiliates, and ROTC/JROTC

units as a means to care for our active duty military when serving, hospitalized, in transition, and as they return to civilian life.

**Purpose Statement:** To support our military and their families.

**Poppy** Connecting the visual image of the poppy with the sacrifice of service made by our veterans has been an important goal of the American Legion Auxiliary Poppy Program since its inception in 1921. On Memorial Day and Veterans Day, millions of red crepe paper poppies—all handmade by veterans as part of their therapeutic rehabilitation—are distributed across the country in exchange for donations that go directly to assist disabled and hospitalized veterans in our communities.



The Poppy Program raises community awareness and respect for our veterans by educating Auxiliary members and the public about the symbol of the poppy, taken from a line in the poem "In Flanders Fields" written on the battlefield during World War I by Lt. Col. John McCrae, M.D.

**Purpose Statement:** To elevate community awareness and respect for our veterans by educating our membership and the public about the poppy's significance and the financial benefit realized by our nation's veterans as a result of its distribution.

**Veterans Affairs & Rehabilitation** Coming home may be the end of one



journey for many of our veterans; it is also the beginning of a new journey to transition to a "new normal." At the core of the purpose and service of the American Legion Auxiliary is helping them get there. Auxiliary members are passionate about providing care and comfort to our heroic U.S. service members who are so highly deserving of everything we can

possibly do for them.

At Veterans Affairs (VA) facilities, Auxiliary-sponsored gift shops and holiday parties have become a revered tradition and valued program. Members, units, and departments also purchase essential equipment and supplies for these facilities.

**Purpose Statement:** To initiate, sponsor, and participate in programs and services that assist and enhance the lives of veterans and their families, ensuring restoration and/or transition to normally functioning lives physically, mentally, socially, and vocationally.

## **Member Resources**

The following is a list of resources available to members on the National Website: **WWW.ALAFORVETERANS.ORG**

- ☐ **Member Benefits**
- ☐ **Membership Reports**
- ☐ **Plan of Action**
- ☐ **Department Operations Guide**
- ☐ **ALA Guides**
- ☐ **PR Toolkit | Promotional ALA  
Flyers, Posters, Brochures,  
Banners, & Presentation Templates**
- ☐ **Department & Unit Resources**
- ☐ **Annual Report Forms | Impact Numbers  
Tracking Forms**
- ☐ **ALA Awards**
- ☐ **ALAMIS**

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This image shows a single page of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

## **Eligibility Requirements for American Legion Auxiliary Membership**

Membership in The American Legion Auxiliary shall be limited to the grandmothers, mothers, sisters, Male or Female Spouse, and direct and adopted female descendants of members of The American Legion, and to the grandmothers, mothers, sisters, Male or Female Spouse, and direct and adopted female descendants of all men and women who were in the Armed Forces of the United States during any of the following periods: April 6, 1917, to November 11, 1918; and any time after December 7, 1941; or who, being citizens of the United States at the time of their entry therein, served on active duty in the Armed Forces of any of the governments associated with the United States during any of said periods, and died in the line of duty or after honorable discharge; and to those women who of their own right are eligible for membership in The American Legion.



**AMERICAN LEGION AUXILIARY  
DEPARTMENT OF MINNESOTA**

*EMPOWERING WOMEN. INSPIRING COMMUNITIES*

**"SERVICE NOT SELF"**

STATE VETERANS SERVICE BUILDING  
20 W 12TH ST ROOM 314 | ST. PAUL, MINNESOTA 55155

**American Legion Auxiliary - Department of  
Minnesota Website: [www.mnala.org](http://www.mnala.org)**

*Pins, Emblems, Unit Supplies*

**National Emblem Sales** [www.emblem.legion.org](http://www.emblem.legion.org) The  
American Legion Box 1050 Indianapolis, IN 46206

The Minnesota Legionnaire - \$20 per year  
The Minnesota Legionnaire State Veterans Service  
Building 20 W 12th Street - Room 300 St. Paul, MN 55155