

### **Department Quarterly Report Outline**

#### **Department Commandants:**

Detachment Quarterly Reports shall be compiled into a single Department Report which is given to the Rocky Mountain Division National Vice Commandant. The Division Vice Commandant shall consolidate it with the other Departments of the Rocky Mountain Division for his/her report to the National Commandant to be presented at the National Mid-Winter Conference and National Convention.

This report will be required prior to the 15th of November, February (Mid-Winter), May, and August (National Convention) or 2 weeks prior to National Mid-Winter Conference and National Convention. *Whichever is earliest*.

Sections I, II, III, & IV are required to be completed. Work with your Paymaster for figures for Sections I, II, & III.

Sections IV B and V should contain remarks explaining the participation in the event or program. The list is not complete, it gives examples, Please mark those areas which do not apply to your Department with N/A. Additional comments can be documented in Section VII.

Please complete the attached report and submit to the National Vice Commandant via Email or USPS



# Marine Corps League Rocky Mountain Division Department Quarterly Report

Date:\_\_\_

From:	Commanda	ant,	Department of					
To: Info:	National V	rice Commandant, Rocky Monts of the Department of	Iountain Division					
Subj:	Departmen	nt Activity Report for the Pe	eriod of	to				
I.	Membersl	hip: (required)						
	A. Currer 01. 02. 03. 04. 05. 06. 07. B. Memb 01. 02. 03. 04.	Annual Paid Regular/Asso Paid Life Members (PLM) Renewed Members Not Re New Members Not Reflect Total Paid Members (TPM) Delinquent Members (DM) Paid Member Percentage (Dership Growth Goals: Number of State Members Number of MALs Contact Number of Detachments Rending Detachment Start Remarks:	flected on Roster (RM) flected on Roster (RM) fled On Roster (NM)  PMP) at Large (MAL) ed: flectuiting 1+/month fler Kits		TPM = PP PMP = T DC		I+RM+N 'PM+DN	
II.	A. Currer						Forms Las	
		Total Number of Detachm	ents (TD)	=	Detachment #	990N	SOS	ROI
		IRS 990N's Current (IRS)		=				
		Letters of Incorporation C	urrent (SOS)					
		ROI's Current (ROI) Detachments with less tha	n 15 Mamhara (<15)					
		Total Non-Compliant Deta						
		Department Compliance R		%				
		DCR From Last Q Report	laic (DCK)	= %	·			
	00.	Dek Hom East & Report						
		*NCD						
		In Accordance with Nationa Any One or More of the Following P						
		State of NON-COMPLIANCE With						
		Failure to File a Timely Annual 990						
	Certificate	e of Good Standing From Home Stat		·,				
	Owl	and/or Report of Officer In Detachment Membership has Dropp						
	orı	Detachment Membership has Dropp	eu Delow Filteell (15)					<b>—</b>

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III.	Department Compliance: (required)
	A. Current Status:
	01. Incorporation: (SOS)
	a. Date Chartered:
	b. Date of Incorporation:
	c. Last updated with Secretary of State:
	02. IRS Filing: (990N)
	FINI Name 1 and
	b. Date of Last 990N Filing:  03. Elections:
	a. Date of Last Report of Officer Installation:(ROI)
	04. Remarks:
IV.	Activities: (required)
	A. Department:
	01. Upcoming Events:
	a. Date and Location of Next Q Staff Meeting:
	b. Date and Location of Next Dept. Convention:
	c. Date and Location of Next Division Conf.:
	d. Memorial or Veteran's Day Event:
	02. Past Events Attended: (by Dept. Commandant or Appointed Representative)
	a. Department Convention:Division Conference:
	Mid-Winter Conference:National Convention:
	Modern Day Marine: Marine South/West:
	B. Detachment:
	01. Upcoming Events:
	a. Pistol & Rifle Matches:Number of Detachments Participating:
	b. SOS Breakfasts: Dining Out:
	02. Past Events:
	a. Number of Detachments in Attendance at last Q Staff Mtng or Dept. Convention:
	b. Total Number of Events Conducted/Attended by all Detachments is Past Quarter:
	i. Funerals: Marine: Marine Family Member: Other Branch:
	ii. Color Guards: Detachments Performed Details
	iii.Parades: Detachments Participated in Parades
	iv. Memorial Day: Detachments Participated in Ceremonies
	v. Birthday Ball:
	c. Remarks:
V.	Programs:
	A. Youth:
	01. Young Marines: (YM)
	a. Detachments Supporting YM =
	b. Remarks:
	02. Marine Corps Youth Physical Fitness: (MCYPF)
	a. Detachments Supporting MCYPF =
	h Remarks:

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	03.	Scouts: a. Detachments Supporting Scouting =
		b. Remarks:
	04.	Scholarship Fund:
		a. Department Has Own Scholarship Fund: Y/NNo. of Scholars Awarded
		b. Detachments With Own Scholarship Fund =No. of Scholars Awarded
		c. Number of Scholarship Applications Forwarded to MCL Foundation
		d. Remarks:
	05.	Other:
В.	Vetera	ns:
	01.	Detachments with Marines Helping Marines Fund:No. Grants Awarded
	02.	POW/MIA:
		Veteran's Coffee:
	04.	Homeless Veterans (VA Stand-Down):
	05.	VAVS No. of Detachments:Total Annual Hours:atFacilities
	06.	Number of VSOs in Department:Number of VA Claims Filed:
		United Veteran's Coalition:
		Other/Remarks:
C.	Comm	nunity
	01.	Toys for Tots (T4T):
		a. Detachments Supporting Another Organization's T4T Coordinator or I&I =
		b. Supporting Det. AAR's Received and Forwarded to MCL T4T Liaison =
		c. Number of Detachments Operating as a T4T Coordinator (LCO) =
		d. Number of Detachment Coordinators Attending T4T Conference:
		e. Remarks:
	02.	Marine For Life (M4L)
		a. Detachments with a M4L Liaison =
		b. Department's M4L Liaison:
		c. Remarks:
	03.	Legislative
		a. Department Active Member of the Governor's Veteran's Council?
		b. Remarks:
D.	Fund I	Raising
	01.	Number of Detachments Participating in Marine Rose Program =
	02.	Number of Detachments Operating a Ship's Store (Cash Sales) =
		Does Department have a Quartermaster/Ship's Store?
		Does Department have a Gaming/Bingo/Raffle License?
		a. Number of Raffles held:
		b. 50/50 Drawings held:
	05.	If No Gaming Lic., Does Department Utilize Door Prizes or Auctions?
		a. Remarks:
	06	Other:
	00.	

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VI.	Points of Contact: (required)		(DI	(F		
	A. Department Staff Not On ROI: 01. Quartermaster:	(Name)	(Phone)	(Email)		
	02. Awards Chair:					
	03. Historian:					
	04. VAVS:					
	05. Veteran Service Officer	··				
	06. Legislative:					
	07. Youth Activities:					
	<ul><li>a. Young Marine Liais</li><li>b. Scouting Liaison:</li></ul>					
	c. Youth Physical Fitne					
	d. Toys for Tots Liaiso					
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	09					
	10	:				
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**Signature of Department Commandant**