



**VFW Auxiliary**  
**Department of Virginia**  
**President's Book**  
**2023-2024**



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My Auxiliary Brothers and Sisters-

I am very honored to serve as your Department President this year. Please know, your Department and District Officers are here as resources for you and your Auxiliary membership. Feel free to reach out and ask questions so we can all grow and learn together.

Our National President, Carla Martinez's vision is: **Banding Together for our Veterans**. My theme this year is: **Service, Mentorship, & Patriotism**. These are the core values that I feel embody an Auxiliary member, how we make a difference in the organization and serve those who have Served our Country.

- **Service:** We achieve this through working our Programs. We give back to our Veterans and Society by increasing awareness, valuing education, engaging our hospitalized Veterans, and working with our local communities.
- **Mentorship:** We have all gotten a place in our organization because someone believed in us and guided us when we first joined. We have a responsibility to our members that we do the same and give them the same dedication to introducing them to our organization and allow them the opportunity to flourish. If we do not mentor our current members, we will no longer have individuals who are willing to step up into leadership positions to continue our mission.
- **Patriotism:** It is a given that we embody this ideal. We live and breathe Patriotism and show it in different ways. You can display this by flying the US Flag or decorating for US holidays. Others show it in their acts, by voting, volunteering for civic events in their community. There are endless ways to show Patriotism, and we continue to foster those opportunities throughout Virginia.

I wish every Auxiliary member the absolute best this year. We are only successful as an organization because of all of the work and dedication of each member throughout the state of Virginia. Keep up the great work so we can inspire and recruit future members to continue the great works of our organization into the future.

Grateful for all of you.

Vicki Butler

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## From the Desk of Senior-Vice President Dawn Kuhn

Welcome to the new year. President Vicki this is going to be a wonderful year, you have many unique ideas and new ways to enable our members to do the work that comes from the heart to assist our veterans, service men and women and their families. Your energy and positive outlook will be an asset to our organization. Your theme defines the way you are approaching your year and it is going to be a fantastic year. I am looking forward to working with you to assist you in any way I can to ensure your year is successful.

As I have traveled throughout the state over the last few years, I have had the honor of meeting members who have become good friends. I have listened to the projects and the passion that our members have for the work they do for our veterans, service men and women and their families. It makes me proud to be a member of this organization.

I want to thank President Vicki for allowing me this opportunity to reach out to the membership. If you are interested in continuing to work to ensure our organization is a caring, fun, and a kind organization that works from the heart to ensure our veterans, service men and women and their families and communities are supported in 2024-2025. Reach out to me! I will be on the lookout for members who would like to hold positions they will enjoy having.

“Sometimes it takes only one act of kindness and caring to change a person’s life” *Jackie Chan*.

Let us work together to have a great year with President Vicki!



Respectfully,  
Dept. Sr Vice  
Dawn Kuhn  
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## From the Desk of Junior-Vice President Kelli Levitt

Madam President Vicki, I am happy to be part of the team and eager to get started, working together! I wish you a year filled with happiness, lasting memories and much success!

I look forward to visiting with many of my Auxiliary Brothers and Sisters over the next year at events and as we begin our travels across our great state! If I can be of help in any way, please do not hesitate to contact me!

Loyally,

Kelli Levitt  
Jr. Vice President  
Department of Virginia  
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# Secretary

THE BELOW DUTIES ARE ACCORDING TO THE PODIUM EDITION BYLAWS & RITUAL 2023, PAGES 77-79.  
ANY RESOLUTIONS CHANGES TO THE OFFICE OF THE SECRETARY APPROVED AS 2023 NATIONAL CONVENTION  
WILL BE SENT TO ALL MEMBERS ONCE THE INFORMATION IS RECEIVED FROM NATIONAL.

## Sec. 812—Secretary, Duties of (All Levels)

- The Secretary shall keep in books or files:
  - The current “Podium Edition Bylaws and Ritual”
  - A record of all the minutes of each meeting of the Auxiliary
    - The manner in which the minutes of the Auxiliary meetings are read, printed and/or distributed shall be at the discretion of the Auxiliary by vote of the membership. Consideration should be given to the cost of printing when voting.
    - It is permissible to secure typed or computer-generated minutes in the permanent book.
    - Or insert in a three-ring binder or clip folder
    - Each minute page shall be numbered consecutively and provide a space for the Trustees to initial at audit.
    - The Treasurer’s reports and the audit reports must be incorporated in the minutes.
    - Corrections shall be made in the margins.
  - Shall attend to all matters of correspondence under the direction of the President.
  - A General or Special-Order file for the current year in which shall be preserved all orders and circulars issued by the National and Department Headquarters.
    - In the order in which they are received
  - A letter file in which shall be kept all correspondence of the Auxiliary.
    - General correspondence to be retained for one (1) year.
    - Policy and rulings are to be maintained in a permanent file.
    - All communications from National or Department Officers are official and shall be read at a meeting before being filed for reference.
  - All communications of any nature whatsoever intended for the consideration of the National Body shall be signed by the President and forwarded by the Secretary of the Auxiliary to the Department President.
  - All official communications to National Officers from the Auxiliary must also be forwarded through channels.
  - Shall notify orally or in writing all newly elected members.
  - Shall under the direction of the President, prepare all reports required of them.
  - Shall transfer to their successor, without delay, all papers, books and other property of the Auxiliary in their possession.
  - Shall enter the information required from the installation report in MALTA or submit the installation report to the Department Secretary for entry into MALTA within seven (7) calendar days.
  - To perform such other duties as are usually incident to such office.
  - Shall notify all required offices the names and addresses of elected and appointed Officers.

## Sec. 812A—Auxiliary Secretary

- The Auxiliary Secretary shall
  - Maintain a roll of deceased members with the date of death.
  - Input or transmit the names of the Delegates and Alternates to Secretaries required to receive them within thirty (30) calendar days of election.
  - Immediately following installation, enter the required information into MALTA or submit the installation report to the Department Secretary within seven (7) calendar days.

Ellen Stogsdill, Department Secretary  
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The below Duties are according to the PODIUM EDITION BYLAWS & RITUAL 2023, PAGES 80-83. Any resolutions changes to the office of the treasurer approved as 2023 national convention will be sent to all Members once the information is received from National.

## Sec. 813—Treasurer, Duties of (All Levels)

- Duties of the Treasurer are most efficiently conducted through electronic means.
- The Treasurer is responsible for keeping National Headquarters up to date with bank information, i.e., account number and/or routing number.
- The Treasurer shall write, and sign checks as voted on.
- The Treasurer shall be the Treasurer of all Auxiliary committees handling funds.
- Upon approval by the National President, the Auxiliary President may appoint an acting Treasurer when the Treasurer is unable to function for a period of time due to illness, death, resignation, or extended vacations.
  - The request must be in writing to the National President.
- All funds shall be accounted for by the Treasurer in the Auxiliary books
  - Which shall consist of a ledger, cash book, or a computerized system
  - And printed and secured in a permanent record book
  - So long as the records contain the same data as required formats prescribed by National Headquarters.
- The manner in which the Treasurer's Reports are read, printed and/or distributed shall be at the discretion of the Auxiliary by vote of the membership.
- The Trustees or Audit Committee members shall sign the Audit and initial all pages of the Treasurer's records.
- The Treasurer shall collect all money due and give a receipt for all cash.
- The Treasurer shall submit all forms necessary to be in compliance with Federal and State regulations.
- The Treasurer shall, at the end of their term of office, or sooner if so ordered by proper authority, transfer to their successor without delay, all paper, books, money, and other property of the Auxiliary in their possession.

## Sec. 813A—Auxiliary Treasurer

- The Auxiliary Treasurer shall hold all funds and securities belonging to the Auxiliary in a FDIC or equivalent Banking Institution in the name of the Auxiliary.
- An Auxiliary shall have a General Fund and a Relief Fund
- And any other funds needed, such as:
  - A National and Department Dues Fund
  - A Cancer Insurance Fund
    - A Kitchen Fund
    - A Bingo Fund
    - And so forth
- Money in the Funds shall be maintained in one (1) checking account.
  - However, if state law requires money in the Bingo, Gaming or similar Fund to be maintained in a separate checking account, then the Auxiliary may have two (2) checking accounts.
  - Auxiliary bonds purchased for the offices of the President and Treasurer do not cover gaming accounts.

- An Auxiliary may also have savings and investment accounts upon approval of the Auxiliary.
- Auxiliaries may not possess credit cards.
  - An Auxiliary may vote to accept payment by credit and/or debit card.
- Auxiliaries may possess a debit card for Auxiliary business purposes only. Debit card possession shall be authorized by a majority of the membership present at the meeting and voting.
- Treasurers shall be in possession of the debit card.
- Debit Cards cannot be used for cash advances.
- Bank statements will be initialed and dated monthly by the Trustees to ensure that all are aware of debit card purchases in a timely manner.
- Bills may not be paid electronically,
  - With the exception of money transferred to National Headquarters
  - Or for the purpose of paying taxes
- The General Fund contains unrestricted monies, which may be expended for any purpose.
- The other Funds established contain restricted funds, which may only be expended for the purposes for which they were received.
- The Treasurer shall collect and process dues in accordance with the procedures established by the National Treasurer.
- The Treasurer's report shall be presented in any manner determined by vote of the Auxiliary.
  - Shall include in detail, all receipts and disbursements of the last meeting.
  - And pre-approved customary expenses and all receipts since the last meeting.

**No motion to accept this report is necessary.**

- The Auxiliary Treasurer shall send the names and fees, if applicable, of the Delegates and Alternates to the Department Treasurer prior to the Department Convention.

## Sec 814, Trustees Duties, all Levels: AUXILIARY AUDIT REQUIREMENTS:

Quarter	Month Covered	Audit Completed by	• <b>Audit must be in the office of the Department Treasurer as follow:</b>
<b>Second</b>	April, May and June	July 31 Annually	<b>August 31 Annually</b>
<b>Third</b>	July, August, September	October 31 Annually	<b>November 30 Annually</b>
<b>Fourth</b>	October, November, December	January 31 Annually	<b>February 28 Annually</b>
<b>First</b>	January, February, March	April 30, Annually	<b>May 31 Annually</b>
<b>Send to Cathy Graham, Department Treasurer 9691 Lindenbrook Street, Fairfax, VA 22031-1132 703-319-0845 <a href="mailto:cg12dc12@outlook.com">cg12dc12@outlook.com</a></b>			

Cathy Graham, Department Treasurer  
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# CHAPLAIN'S CORNER



**Congratulations!** You have just been elected Auxiliary Chaplain! Many of you may have questions and wonder – just what are my responsibilities?

In addition to the well-known duties of the Chaplain, opening & closing Prayer, sending cards, preparing for Memorial Services, there are other things that you may not be aware of. So, here it is straight from the Podium Book...

## CHAPLAIN - AUXILIARY

- May send thinking of you, sympathy and get-well cards in accordance with the Auxiliary's policy.
- Report what cards were sent and any deceased members at your Auxiliary meeting.
- Prepare for the Memorial Service if the Auxiliary is to have one.
- Prepare and contact the Auxiliary members if a Memorial Service is to be performed at a funeral home or given location.

## CHAPLAIN - DISTRICT

- Be always prepared with the items needed to perform the Memorial Service for deceased Auxiliary members.
- Perform the opening and closing prayer at all meetings and events.
- Present the names of those who are ill, deceased, etc., at your meetings.
- May send thinking of you, sympathy, and get-well cards in accordance with the District's policy.
- Prepare for the Memorial Service if the District is to have one.

## CHAPLAIN - DEPARTMENT

- Educate the Auxiliaries on the duties of the Chaplain.
  - Perform the opening and closing prayer at every meeting and all events.
  - May send thinking of you, sympathy and get-well cards in accordance with the Department's policy.
  - Prepare for the Memorial Service for the Department Convention. (May be held jointly with the VFW.)
    - Memorial Altar Cloth and Bible
    - Flowers for each Auxiliary, any District Officer, Department Officer, Past Department President, Past National President, etc. as is customary in your Department.
    - Practice in advance with your Color Bearers.
- Prepare the Memorial Program with your Department President's input.

*Jennifer Winn*  
*VFW Auxiliary Department of Virginia*

🙏 *Chaplain* 🙏

2023 - 2024

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# AMERICANISM

## National Auxiliary Theme for 2023 to 2024: BANDING TOGETHER FOR OUR VETERANS

### National Ambassador for Americanism/Patriotic Instructor: Linda Roloff

What is Americanism?

- Freedom and opportunity • Ideal of loyalty • Cultural, political and moral virtue • Public ideology
- Honoring diversity • A declaration of unity • Defined by its rights AND responsibilities
- A shared vision and security • Chosen daily by its people • Celebrating patriotic holidays together
- United under and honoring the Flag

The celebration of our patriotic holidays, the swollen hearts inspired by hearing our national anthem and the respect paid to our national standard (Old Glory, the red, white, and blue: The Flag) are the hallmarks of the precious freedom we enjoy as American citizens, and it is every American's duty to pass on the awesome story of this nation to her next generation!

**\*\*Flag Education • Promote #AuxiliaryPatriotism • POW/MIA Recognition • Star Family Recognition\*\***

*Americanism*

**“Americanism is an unflinching love of country; loyalty to its institutions and ideals; eagerness to defend it against all enemies; undivided allegiance to the Flag; and a desire to secure the blessings of liberty to ourselves and posterity.”**

This definition of “Americanism” was originated by the Commanders-in-Chief of the Grand Army of the Republic, United Spanish War Veterans, Veterans of Foreign Wars of the United States, the National Commanders of the American Legion and the Disabled American Veterans of the World War at a conference held in Washington, D.C., in February 1927.

**Patriotic Instructors:** Educate members about the proper salute to the U.S. Flag and the recitation of the Pledge of Allegiance.

**Flag Education:** Flag etiquette covers everything from proper display of the flag to acceptable conduct around this symbol of our nation.

**Respect for the Flag – Engaging the Community:** Flag education in Schools, educate our youth about patriotism.

**Promote Patriotism – Celebrate Patriotic Holidays:** Patriotic holidays are an opportune time to involve the whole family and bring community attention to your Auxiliary.

For more information on patriotic days and ways to celebrate please visit MALTA member resources.

Loyally,  
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## AUXILIARY OUTREACH

The VFW Auxiliary Outreach Program involves your Auxiliary volunteering to help nonprofit organizations and local groups with needs in your community. Auxiliary Outreach is time given to help, not monetary or in-kind donations. It is a partnership wherein one or more of your auxiliary members help another organization or group make their project successful. Form a partnership to help other organizations by reaching out into your communities, local groups and organizations and offer to assist, then present the opportunity to your Auxiliary for a vote.

The first step in making your Auxiliary Outreach Program successful is reaching into the community. Here are a few basic steps:

1. Find local groups and organizations in need of assistance. Ask what your Auxiliary can do to help them.
2. Vote at your Auxiliary meeting to approve the activity.
3. Form the partnership.
4. Wear your VFW Auxiliary attire (name badge, shirt, hat, jacket, etc.)
5. Events that are held at your Post Home are allowed if: The VFW or Auxiliary did not plan the activity, nor does it benefit our organizations. The organization is only using the facility as a venue to hold their event and they complete all of the preliminary planning on their own.
6. We are only there as volunteers to help on the day of the event.
7. Report the details.
8. Report the hours volunteered.

Find many resources that outline Auxiliary Outreach behind your MALTA login, Member Resources, Auxiliary Outreach is volunteer work performed by one member, a group of members or an Auxiliary for the benefit of their community or its institutions. Auxiliary Outreach can:

- Be performed by people of any age, skill set or ability level.
- Benefit any group of people such as children, senior citizens and those with disabilities.
- Benefit animals, the environment and public spaces.
- Be done in communities of all types and sizes rural, suburban and urban, small and large.

We volunteer to make a difference in our community. Auxiliaries can now report and be recognized for such community work through the Auxiliary Outreach Program. Projects may be done by the Auxiliary alone or with the VFW Post. Collectively, all of our volunteer hours need to be counted to effectively show the importance of the local VFW and VFW Auxiliary to the community. It is also a great way to show members volunteering out in our communities and not just in our Post Homes.

**When an entire Auxiliary volunteers for an organization outside our own, it should be considered Auxiliary Outreach if the project was approved by the Auxiliary and recorded in the meeting minutes prior to the project. On rare occasions such as a natural disaster or emergency community need, the project may be voted on after the fact.**

**QUALIFIES** Spending time in a local homeless shelter kitchen serving meals, bussing tables or cleaning up. Your Auxiliary approves helping a local cancer group setting up their event or manning a booth. Volunteering with the garden club to clean up local parks. Help a youth group collect food donations for the local food pantry. **DOES NOT QUALIFY** Taking comfort items to the local USO. Donating trophies to a youth sports group. Hosting a luncheon/dinner for a local community club. Sending an Auxiliary check to support a charity that organized a walk-a-thon or run. Collecting clothing and comfort items for Veterans at the Post Home.



Robert DeChamplain. 2023-2024 Auxiliary Outreach Chairman  
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# BUDDY POPPY/NATIONAL HOME

Welcome to your 2023-24 “Buddy” Poppy/National Home programs! I am excited to be working with you this year and to exploring how these programs work hand in hand with each other to enhance the lives of our veterans and their families!

This year is all about change! Changes in the physical “Buddy” Poppy that we have loved and distributed for many years and exciting changes at the VFW National Home.

Did you know that the “Buddy” Poppies we distribute and the donations that they generate are related to our VFW National Home? During this year we will explore how these two programs-in-one are inter-connected and share ideas on how to promote both in new and innovative ways.

Our National Ambassador, Lisa Jackson, has challenged us to use the “Buddy” Poppy creatively in other national programs within our auxiliaries, to educate our communities and other Veteran’s Service Organizations on the VFW National Home and to continue donating generously to our Health and Happiness Fund. As we go through our year, I will be sharing your great ideas and work, in a “Spotlight” corner of my communications. Send in your reports and read my promotions to see what is happening around the department!

The Auxiliary in Virginia has proven itself to be a hardworking and creative group and I am very excited to see what you will do next! At the department level, I will be announcing a unique “challenge” to our auxiliaries soon and throughout the year, Auxiliaries who promote these programs will be eligible for special recognition and prizes.

The National Programs **deadline** for Department Chairmen to report is **April 30, 2024**. So . . . roll up your sleeves, roll out those “Buddy” Poppies and get those Health and Happiness donations in early! I fully expect, with all of our wonderful members working together, the Department of Virginia will report 100% in the “Buddy” Poppy/VFW National Home program in no time!

Please remember that I am only one call away and ready to help in any way possible. If we are “Banding Together for our Veterans”, we can honor them with “Service, Mentorship, and Patriotism”.

In service to those who served,

*Kathy Voss*



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“While we can never do enough to show gratitude to our nation’s defenders, we can always do a little more.” –Gary Sinise

## Extension and Revitalization

As the Extension & Revitalization Chairman and Department Chief of Staff, it is my duty and responsibility to collaborate with each Mentor of District 1-13 and provide the guidance, resources and tools they need, so, that they, in turn, can work with their District Presidents, Auxiliary Presidents and Chairmen to ensure that Auxiliaries are functioning in a healthy manner.

We must be patient, have the ability to listen, understand and show compassion, vital tools in solving an existing problem. Auxiliaries look for guidance from their Department Chief of Staff, and as each Auxiliary is different, a Department Chief of Staff needs to utilize a “one size does not fit all” plan. We need to ensure that Auxiliaries are conducting business in a way that works for them and their members feel empowered and engaged.

Ensure the legacy of our great organization continues through strong, healthy Auxiliaries with members who are prepared to take over leadership roles when needed. **Building on the VFW Auxiliary Foundation and MALTA Member Resources** are two of the most valuable tools available to members on all levels to learn about and understand their duties.

**Extension & Revitalization:** Extension is a two-part Program: instituting new Auxiliaries and assisting troubled ones. It does not do any good, on any level, to bring a new Auxiliary in the front door only to have one go out the back door. We need to save what we have and grow new, well-functioning Auxiliaries.

**Revitalize and Rejuvenate:** Since District Presidents or the assigned Official Representative have first-hand knowledge of their Auxiliaries, it is important that they **communicate with the Department President and Chief of Staff** to identify areas of concern. When visiting individual Auxiliary meetings, be sure to recognize any achievements the Auxiliary has attained. **Every member needs** to feel that their involvement is necessary for the success of their Auxiliary. All Officers of the Auxiliary, the Mentoring for Leadership Chairman and the Membership Chairman should take part in revitalizing the Auxiliary.

### Essentials 5 THINGS YOU NEED TO KNOW

#### The National Organization requires only five (5) things of an Auxiliary:

1. Auxiliaries should have at least **ten (10) business** meetings per year. (Sec. 210) Five (5) members in good standing (of that Auxiliary) shall constitute a quorum for the transaction of business. (Sec 212)
2. Dues should be paid by at least ten (10) members on or before February 1 of the current year. (Sec. 207)
3. *Quarterly Audits by Trustees must be submitted.* (Sec. 814)
4. Officers elected, installed and reported to National Headquarters no later than June 30. This generates the bond application via email. (Sec. 804A and 806A)
5. The offices of President and Treasurer **MUST** be bonded by **August 31**.



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## Historian and Media Relations



Our Auxiliaries are doing amazing things; let us get that out there. Together we can. Let us put a spotlight on our pride and the work of our organization for generations to come. I believe you will find the inspiration. Let us reclaim the stories of our Auxiliary history and Auxiliary heritage. Let your stories be seen in a kind and beautiful way. Media is the piece of the puzzle that helps create a successful Auxiliary. For Social Media, a great place to start is MALTA Member Resources if you have questions. There are many resources there, everything from the basics to setting up a Facebook page for your

Auxiliary. Another great resource is getting to know your local newspaper, radio and television reporters. Send information directly to those contacts rather than the editor. Send a personal email and be sure to include your personal contact information.

## Historian and Media Relations



The job of the Historian & Media Relations Chairmen is to capture the Program Year. At the Auxiliary, District and Department levels, these members are the people who get the word out about the Auxiliary to our communities. The Chairmen promote the Auxiliary through media, Post/Auxiliary newsletters, websites and any other media available to them; they capture special memories and activities through photos and videos, and they inform the public about our valuable National Programs. This member keeps a written report of the Program Year for the Auxiliary, District or Department and submits it to their respective President at the end of the year. Consider presenting him or her with a digital scrapbook or photo book.



### STARS Challenge

Photography opens doors into the past, but it also allows a look into the future. A camera is a SAVE button. Let your Auxiliary legacy members become STARS, for without our STARS, our Auxiliary would not exist. This Program Year, connect with a legacy member and complete a three- to five-minute video interview :

- Ask why they joined and about their favorite memorable moment(s).
- Place emphasis on bringing the past to life.
- If your Auxiliary has no legacy members, look to your District or Department.
- Submit your video interview to your Department Historian & Media Relations Chairman by March 31, 2024 for judging. The winning video may be shown at National Convention.



### Photography tips:

- Avoid closed eyes, blurry or dark photos.
- Avoid an open mouth, a mouth full of food, distracting objects in the picture (e.g., bunny ears, trees popping out of someone's head or from behind the body) and offensive language on clothing.
- Be mindful and respectful before you #SNAP (S.N.A.P.): Stop Now Ask Permission, especially children.

Jamie Stewart, 23-24 Historian & Media Relations Chairman

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# HOSPITAL

The VFW Auxiliary Hospital Program is vital to veterans and is equally rewarding to the volunteers who dedicate their time and energy towards this program. It is important to find new and creative ways to complete the work we are doing. **LET'S BAND TOGETHER FOR OUR VETERANS.**

- **Celebrate Non-Traditional Holidays** – Celebrate the little-known special days throughout the year. Contact each facility to make sure that goody bags, giveaways or decorations are permitted. Do not forget the staff and doctors.
- **Community Care** – Veterans may be eligible for care through a provider in their local community. VA provides care to veterans through community providers when the VA cannot provide the care needed. It is based on specific eligibility requirements, availability of VA care, and the needs and circumstances of individual veterans.
- **Telehealth & compassionate Contact Corps** - Veterans are living better lives today after reaching out for support. They can benefit from this support system if they are lonely, socially isolated or would like to talk to someone periodically. Trained volunteers provide this support by making phone calls or video calls.
- **Women's Health Care** – Women veterans are the fastest growing group within our veteran population. They need to understand and feel comfortable with using all the health services they have earned and deserve. The VA is working towards meeting their health care needs.
- **Volunteer Recruitment, Recognition and Support** – Since 1914, VFW Auxiliary members have been volunteering in hospitals and medical facilities. The Hospital Program was one of the first nationally adopted programs for our organization. All members should help in recruiting new volunteers. Recognize our hospital volunteers with appreciation certificates. Pins can be ordered for total hours earned from all facilities.
- **Hospital and VAVS Programs** - Hours earn VAVS (Veterans Affairs Voluntary Service) and VFW Auxiliary Awards. Members can participate in projects voted on and accepted by the Auxiliary by making items such as quilts, cards, and hats.



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# LEGISLATIVE

Legislative Chairman: Beverly Abbott  
130 Brookview Rd  
Danville, VA 24540-3408  
(434)792-4497 [desiabbott@comcast.net](mailto:desiabbott@comcast.net)



As members of the VFW Auxiliary, we are advocates for veterans, service men and women and their families. Together, 1.5 million VFW and Auxiliary members can influence important legislation that affects them. Auxiliary Legislative Chairman need to present a report at each meeting regarding current priority legislation and how it affects those who serve(d) and its status of the bills.

## BE HEARD:

- When communicating with elected officials, deliver a brief, concise message, but make your questions/statements clearly understood. Identify who and why.
- Ensure that members realize that state legislation passed often impacts the veterans and service members of their home state and should be understood as well.
- Ensure that our members know about the resources available to them in MALTA Member Resources.

## BE INVOLVED in the ELECTION PROCESS:

- Remember in all Auxiliary political activities, we must remain neutral.
- Use websites for legislative candidates to glean information on support of veterans and options to contact their offices.

## BE INFORMED:

- The **Priority Goals** reflect the resolutions passed by the VFW to strengthen and ensure an adequate VA system for millions of current and future veterans. Located at: [vfwauxiliary.org/resources/legislative](http://vfwauxiliary.org/resources/legislative).  
**Six areas of concern:**
  - Budget
  - Health Care
  - Disability Assistance and Memorial Affairs
  - Education, Employment and Transition Assistance
  - Military Quality of Life
  - National Security, Foreign Affairs and POW/MIA
- Use legislative websites for U.S. Congress and Senate to track pieces of legislation.
- Use websites for our elected officials which provide information and options to contact their offices.
- Use your state resources regarding state legislation for veterans as well.
- Resources:
  - MALTA Member Resources assures our organization is on the same page as the VFW in our support or opposition to pending legislative matters. Among those are:
    - *VFW Action Corps Weekly* - a free weekly news email that will keep you up to date on what is happening on Capitol Hill with Veterans, service members and their families' issues. (To sign up obtain a sign-up sheet from national website and submit this form to me. Be sure to have your zip code on the sign-up sheet, it indicates what voting district you are in.)
    - VFW Auxiliary Guide to the Legislative Process
    - VFW Auxiliary Guide to Contacting Your Legislator
  - [VFW.org](http://VFW.org) advocacy/ legislative goals
  - [Vfw.org](http://Vfw.org)/advocacy/grassroots-efforts

## BE ENGAGED:

- Respond to VFW Action Alerts
- Understand the steps of a bill's process.
- Educate yourself on the responsibilities of VFW in Washington D.C.

## Awards for Auxiliaries

National: Most outstanding activity and/or event educating their community on veteran Legislative issues.

- Citation to every Auxiliary that hosts an activity and/or event that educates their community on veteran Legislative issues. Entry form required and available in MALTA Member Resources.
- Citation and \$25 to one Auxiliary in each of the four Conferences that hosts the most outstanding activity and/or event educating their community on Legislative issues.
- Auxiliaries must send the entry form to their Department Legislative Chairman by March 31, 2024 for judging.
- At Winter Council and/or Convention:
  - Auxiliary that signs up the most advocates to VFW Action Corps Weekly.
  - Auxiliary that reports the most Action Alert responses.



**Together we will learn the legislative process and understand bills that are important to our veterans, service men and women and their families. Each month in my communication we will cover areas of the legislative process. Together we will be sure our voices are heard!**

**Together we can make a difference in the lives of our veterans, service men and women, and their families. We must remember they have protected our freedoms. Now it is time for us to protect their rights and benefits. And remember to REPORT!**

Loyally,  
Beverly Abbott

# MEMBERSHIP



Membership is the lifeblood of our organization. Without new and existing members, we would cease to exist. We use the words **Invite, Include and Invest** when talking about recruiting and retaining new members. This Program Year, I would like to include **Invite, Include and Invest** while making our **Membership Program fun for all members**. Do you remember how much fun it was to go to the movies? Did you ever attend a movie premier? This year, we are going to incorporate movies into our Membership Program. Will you be the talent scout, director, cameraman or even a key grip? **Every member is important to getting the job done.**

Recruiting up-and-coming stars is a cornerstone of our Auxiliary mission. Keep scouting for that talent in our new recruits. It is so important to keep the organization alive with action. Witnessing how seasoned actors can encourage and motivate newbies is intriguing. The seasoned members can offer sound advice and in turn, they can learn from the newbies about using new technology. **For example, as members, you are the talent scouts for your Auxiliary. It is up to you to chat up a storm about our organization and show enthusiasm about who we are, what we do and why we do it. Invite more members to be those talent scouts.**

**Include Everyone:** Get all cast & crew members involved in your Auxiliary. No matter how small or how large the jobs are in your Auxiliary, there is always something for everyone to do. Do not become a clique and make someone feel as if they are not needed. That is a great way to lose a member quickly! Again, let me remind you that we all started as newbies and learned as time went on. New members need encouragement so stay positive. This also means to shine a light on all members in your Membership production.



Did your Auxiliary President appoint a five-person membership team, to include the producer (Treasurer), to contact all members during the Program Year for payment of dues?



There are a ton of Membership resources for everyone to use. Check out MALTA Member Resources. It has everything you need to garner your potential new member. Just log in to MALTA and click on Member Resources, Membership.

Everything you need is there for the picking.

- VFW Auxiliary Applications
- New Member Engagement Guide
- New Member Packet
- VFW Auxiliary Brochure Order Form
- New Member Orientation Checklist
- Retention Tools

**Invest** By investing in the future of your Auxiliary, you can grow into a successful franchise. With Lights, Camera, Action!, not only are we having fun, but we are also ***Banding Together for Our Veterans using Service Mentorship and Patriotism.***



Georgette Bannon  
4036 Georgia Rd  
Chesapeake, VA 23321-5312  
(757) 715-0202  
[georgettebannon@gmail.com](mailto:georgettebannon@gmail.com)

# MENTORING FOR LEADERSHIP



Throughout our lives some of our experiences with families, careers and other pursuits, have been inspired by others. We have also encouraged and nurtured others to do their best. This is the basis for the **VFW Auxiliary Mentoring for Leadership Program**. The Auxiliary attracts members who want to support veterans, service members, their families and communities. When they join, they are usually enthusiastic and willing to serve. We need to channel that enthusiasm into a willingness to serve in leadership positions.

## How can we encourage members to participate here are a few ways:

- Creating a welcoming atmosphere at meetings and activities.
- Showing a genuine interest in members
- Closely listening to what they are saying.
- Recognizing their strengths and interests in order to match them with Auxiliary leadership goals.



**Mentoring** is essential to good **leadership**. Mentoring can be successful by anyone in a position of **experience**. We look to Auxiliary Officers and Program Chairman as natural mentors since they have experiences within the Auxiliary that can benefit mentees.

Auxiliary **leadership** should also consider members who bring skills from other jobs or life experiences that can help the Auxiliary. Remember, although we may be longtime members, there is still much to be **learned** from nurturing and interacting with members of all ages and experience levels.

**Good leaders are also good followers.**



Here are **three questions** you can ask yourself about **mentoring for leadership**:

### Do I want to be a mentor?

Answer: **Yes**, if you care about veterans and their families and you are willing to lend a helping hand to this organization that is very important to you for many reasons.

### Do I want a mentor?

Answer: **Yes**, if you have questions about how things work and what to do. Take the initiative to get to know those you would like to know better. Accept offers and invitations to do things and to spend time with others.

### Should the Auxiliary organize their Mentoring Program?

Answer: **YES**. You need a process in place to get those new members involved and included as soon as possible. Create a timeline to help engage new members and develop a team approach. Welcome new members by phone or email. Invite new members to the next Auxiliary activity. Make them feel comfortable at their first Auxiliary meeting.

### Be prepared to answer questions and offer support along the way.

These are only a few ways to build a healthy Auxiliary relationship with a new member.

Mentoring for Leadership resource materials may be found in **MALTA Member Resources**.

**Goals + Mentoring + Leadership = Healthy Auxiliaries**



Debbie Martin  
2023-2024 Mentoring for Leadership Chairman  
539 Westwood Drive  
Ruckersville, VA 22968-3676  
(434) 985-7987 [debva0506@gmail.com](mailto:debva0506@gmail.com)

## 2023 - 2024 OUTSTANDING AUXILIARY REQUIREMENTS

### FOR REPORTING YEAR: MAY 1, 2023 – APRIL 30, 2024

Chairman: Carol Vangi  
1024 Hullview Ave  
Norfolk, VA 23503-2028  
757-621-5519 [cjonesvangi@gmail.com](mailto:cjonesvangi@gmail.com)



#### NATIONAL BY-LAW REQUIREMENTS:

- ✚ Auxiliary installation report must be received by National Headquarters **by June 30, 2023**. This can be entered through MALTA. If you enter through MALTA, please provide the information to the Department Secretary. If unable to do through MALTA, please send to the Department Secretary by **June 15, 2023** for submission. If the installation report is not received by the National Headquarter by **June 30, 2023**, the report must be mailed to the National Headquarters for input. If not received at the National Headquarters by **July 31, 2023**, **the Department MUST submit request for suspension to allow time to mentor and rejuvenate**. Sec 806A Auxiliary. TIP: Do not wait until June. Installation Report can be submitted following the Installation.
- ✚ Auxiliary President and Treasurer must be bonded by **August 31, 2023**. The bond can be paid by the Treasurer through MALTA. If you wish to mail a check, the bond application is available on MALTA. **If not paid by August 31, 2023, the Department they MUST submit for suspension by that date to allow time to mentor and rejuvenate the Auxiliary**. Sec 814-Trustee, page 89 TIP: Do not wait until the last minute. Bond can be paid any time after July 1<sup>st</sup>.
- ✚ District dues must be remitted to the **District Treasurer** by September 30, 2023 as per National Bylaws Section 506. Amount due is based on the Auxiliary membership as of June 30, 2023 at the amount established by the District Standing Rules. Sec 506 District.
- ✚ If the President, Treasurer or Secretary are an annual member, their annual dues must be paid no later than December 31, 2023. As per National If dues are not paid by the President, Treasurer or Secretary by January 4, 2024, the Department must submit an e-mail or letter on January 5, 2024 requesting the non-paid Officer be relieved of their position. FYI.....Any annual member who does not pay their dues by **December 31, 2023** are no longer a member in good standing. Be sure to check those membership cards at your January meeting.

#### SECTION 814 TRUSTEES DUTIES, ALL LEVELS: AUXILIARY AUDIT REQUIREMENTS:

Quarter	Month Covered	Audit Completed by	<input type="checkbox"/> Audit must be in the office of the Department Treasurer as follow:
Second	April, May and June	July 31 Annually	<b>August 31 Annually</b>
Third	July, August, September	October 31 Annually	<b>November 30 Annually</b>
Fourth	October, November, December	January 31 Annually	<b>February 28 Annually</b>
First	January, February, March	April 30, Annually	<b>May 31 Annually</b>
<b>Send to Cathy Graham, Department Treasurer 9691 Lindenbrook Street, Fairfax, VA 22031-1132 703-319-0845 <a href="mailto:cgl2dc12@outlook.com">cgl2dc12@outlook.com</a></b>			

#### TRAINING:

- ✚ Auxiliary President, Secretary and/or Treasurer must attend either the Department School of Instruction OR District School of Instruction either in person or if the School of Instructions are available virtual. In person Schools will be dependent on Covid restrictions established by the Commonwealth of Virginia. FYI - Although the President, Secretary and/or Treasurer are required to attend one of the SOI, the Schools are open to all members.

#### SECTION 810A ATTENDANCE:

Assure that the **President or their Representative attend all properly called District Convention or Meetings**. The District Secretary to report to OA Chairman immediately after SOI's and District with a list of names, title, and Auxiliary number of those who attended. Trustees are encouraged to attend the Department and District School. If meetings are available on a virtual setting, an Auxiliary Member Representative must call in or join virtually staying for the entire meeting to count towards attendance.

## MEMBERSHIP:

- ✚ **100% PLUS 1 MEMBER** based on members paid as of June 30, 2023. Provided all other awards requirements are met, those Auxiliaries that achieve membership goal by **April 30, 2024** will receive their award at Convention.
- ✚ Provided all other Banner requirements are met, those Auxiliaries that achieve membership goal by June 30, 2024 will receive their Banner at their first District meeting of the 2023-2024 year.

## MONETARY DONATIONS

- ✚ **VFW National Home for Children – Health and Happiness Fund. Two Choices:**
  - ✚ **\$0.10 per member based on the Auxiliary membership as of June 30, 2023.**
  - ✚ **\$0.25 or more per member based on the Auxiliary membership as of June 30, 2023.**
- NOTE: If the Auxiliary chooses to donate \$0.25. the Auxiliary will receive a citation from National for their contribution.
- ✚ **NOTE: Payment can be made three ways:**
  - Can be paid through MALTA. Please let the Department Treasurer know the Health and Happiness was paid with amount and date paid.
  - Check mailed to the Department Treasurer, earmarked Health and Happiness, payable to VFW Auxiliary Department of Virginia.
  - Check earmarked Health and Happiness, payable VFW National Auxiliary mailed to VFW National Headquarters
  - Attn Anne Pantelakos, National Secretary/Treasurer. 406 West 10th St. 10th Floor Kansas City, Mo 64111
  - Please let the Department Treasurer know the Health and Happiness was paid with amount and date paid.
- ✚ **VA Medical Center Fund**
  - ✚ **\$0.45 per member based on the Auxiliary membership as of June 30, 2023 checked mailed to Department Treasurer earmarked VA Medical Center.**

**MONETARY DONATIONS MUST BE PAID BY 4-30-2024**

## PROGRAMS

The Auxiliaries are encouraged to promote and report in all programs however the following will be required. As our organization is based on promoting patriotism and supporting Veterans and their families, the following programs must be promoted by all Auxiliaries as a requirement.

The Auxiliary **must** report in the following programs **BY 4-30-2024:**

- ✚ **Americanism**
  - ✚ **Hospital** – in addition to the VA Medical Center Fund the Auxiliary will need to report in a least one item under the Hospital Program.
  - ✚ **Veterans and Family Support.**
  - ✚ **AND report in at least one or more of the following programs:**
- Buddy Poppy/VFW National Home; Community Outreach; Historian/Media; Legislative; Membership, Mentoring for Leadership, Scholarship and Youth Activity. By selecting one or more of the above programs this will give your Auxiliary the opportunity to select the program.

**\*NEW\***  
**Membership Bogie**



**If your Auxiliary achieves 100% by missing the (+1) in Membership you can still earn the Outstanding Auxiliary designation by participating and reporting in each Program (being 100% Reported in all Programs). All programs are Americanism, Auxiliary Outreach, Buddy Poppy/National Home, Extension/Revitalization, Historian, Hospital/VAVS, Legislative, Membership, Mentoring for Leadership, Presidents Special Project, Scholarship, Veterans and Family Service, and Youth Activities and completing all other Outstanding Auxiliary requirements by April 30, 2024.**

Donation made to the VFW Veterans and Military Support can be made by check earmarked Veterans and Military/ & mailed to:  
VFW National Headquarters, Attn: Veterans & Military Support  
406 West 34<sup>th</sup> St, 9<sup>th</sup> Floor  
Kansas City Mo. 64111

Donation can be made online: [Vfw.org/way-to-help](https://vfw.org/way-to-help). Select Veterans & Military Support. Click “Contribute”  
**If you donate online, please e-mail the Department Treasurer with the date and amount of the donation.**  
**Please send a copy of the check to VFS Support Chairman.**

## PRESIDENT'S SPECIAL PROJECT



**Protect Our Defenders** is the only national organization solely dedicated to ending the epidemic of rape and sexual assault in the military and to combating a culture of discrimination, pervasive misogyny, sexual harassment, and retribution against victims. We honor, support, and give voice to survivors of military sexual assault and sexual harassment – including service members, veterans, and civilians assaulted by members of the military.

**Get Informed** - Learn facts about sexual assault & harassment in the US Military

**Get Help** - Legal support for survivors, local services, a resource library & more.

### Mission

Protect Our Defenders (POD) is the pre-eminent national human rights organization dedicated to ending sexual violence, victim retaliation, misogyny, sexual prejudice, and racism in the military and combating a culture that has allowed it to persist.

We honor, support, and give voice to survivors of military sexual violence. We seek reform to ensure all service members are provided a safe and respectful work environment free from misogyny and racism, and have access to a fair, impartially administered system of justice.

### Values

The women and men who serve in our Armed Forces should not have to work in an environment where harassment and sexual assault is widespread and victims face retribution for reporting their assaults. Service members deserve a system of justice worthy of the American principles they have dedicated their lives to protect.

The prevalence of sexual violence, victim retaliation, misogyny and racism in the military and a culture that has allowed it to persist erode military values of integrity and sacrifice, undermine good order and discipline and exacerbate existing inequalities for women, people of color and LGBTQ service members. Reforming this culture will strengthen our military and promote unit cohesion and morale.

Protect Our Defenders has a deep understanding of military process and procedure. We work respectfully and collaboratively, engaging stakeholders who can speak from personal experience about the need for reform, to promote change from outside and from within the military.

Protect Our Defenders deploys a multifaceted effort towards reform. Every day, through policy reform, advocacy, public education, and pro bono support, we work to provide those who serve in our military a safe and respectful environment free from harassment and abuse, and to create a justice system that can fairly and effectively adjudicate these crimes. These efforts are directly informed by our work with survivors, their families, and current and former military members, and are grounded in our core values.

## **Policy Reform & Legal Advocacy**

We engage in a multifaceted effort to change the culture of sexual abuse and harassment, empower victims, and create a fair and impartial system of justice for our service members that is transparent and accountable. We do this through policy advocacy, legal challenges in military courts, reports exposing systemic abuse, and by filing amicus briefs to protect the rights of survivors and enforce their rights.

## **Legal & Case Assistance**

POD's Legal Services Program is the only program in the country providing free legal services specifically for survivors of military sexual assault and sexual harassment, and bystanders and whistleblowers who are suffering retaliation for intervening or reporting sexual assault or harassment. Services often include victim legal representation for the military justice process, protection from retaliation, discharge records corrections, and assistance with obtaining needed health care.

## **Research & Analysis**

Members of Congress, stakeholders, survivors, advocates and the press rely on POD for fact-based analysis. We analyze and translate prevalence reports and research on sexual assault and harassment, synthesize the results into fact sheets, press for collection and disclosure of military data on demographics of and disparities affecting both the victim and the accused, educate the public and press on key findings, and collaborate on major research projects.

## **Education, Advocacy & Movement Building**

POD supports survivors in their efforts to speak with the press, their members of Congress, and at local events across the country. We work with an ever-growing community of survivors, families, and civilian advocates to develop and disseminate calls to action and materials that educate and engage the civilian and military communities about the need for reform.

## **Media Engagement**

POD works with the media to provide expert analysis and break investigative reports. We dive deep into cases to expose misconduct and abuse within the military and push to keep the issue of assault and harassment in the military at the forefront of public debate.

**Send donations** to Department Treasurer Cathy Graham  
9691 Lindenbrook Street  
Fairfax, Virginia 22031-113

Send reports and a copy of the check to Judy Lupole and Fred Jennings  
1246 Quarter Way  
Virginia Beach, Virginia 23464

Judy Lupole  
757-581-2702  
[luvedale88@verizon.net](mailto:luvedale88@verizon.net)



Fred Jennings  
757-477-5086  
[fredlyj@verizon.net](mailto:fredlyj@verizon.net)



# SCHOLARSHIP

## **Student Participation – Recipient Recognition Community Awareness – Increasing the Fund**

### **Continuing Education Scholarship**

This scholarship is open to any Auxiliary member (who has been a member for at least one year), their spouse, son or daughter with financial need. Entrant must be at least 21 years old, complete the application and submit an essay of 300 words or less. The Application must be received at National Headquarters by February 15, 2024. Mail the application to:

Program Awards Administrator  
VFW Auxiliary National Headquarters  
406 W. 34<sup>th</sup> Street, 10<sup>th</sup> Floor  
Kansas City, MO 64111

Or, email it to [info@vfwauxiliary.org](mailto:info@vfwauxiliary.org).

\$1,250.00 will be awarded to an applicant in each of the four Conferences. Applications are available from your Department Scholarships Chairman or MALTA Member Resources.

### **Young American Creative Patriotic Art Contest 3-Dimensional Patriotic Art Contest**

These contests are open to any student in grades 9-12 by the March 31, 2024 deadline, who is enrolled in a public, private, or parochial high school, or a home study program in the United States, its territories and possessions; or dependents of U.S. military or civilian personnel in overseas schools. Although U.S. Citizenship is not required, students must be lawful U.S. permanent residents or have applied for permanent residence (the application for which has not been denied) and intend to become a U.S. citizen. The following are NOT eligible: Foreign exchange students, students aged 20 or older, GED and adult education students, or national winners of previous Patriotic Art Contests. Entries will be judged on patriotic theme and technique. One Department winner will be forwarded to Auxiliary National Headquarters. Please see the student brochure in MALTA Member resources for more details on requirements and contest rules.

#### **Deadlines for Young American Creative Patriotic Art and 3-Dimensional Patriotic Art:**

**Participating VFW Auxiliary – March 31, 2024**

**VFW Auxiliary Department – April 15, 2024**

(District Judging Optional)

**VFW Auxiliary National Headquarters – May 5, 2024**

#### **Young American Creative Patriotic Art Contest – Two-dimensional art entries:**

- Must be on canvas or paper.
- Watercolor, pencil, pastel, charcoal, tempora, crayon, acrylic, pen, ink, oil, marker or other media may be used.
- Do not frame two-dimensional pieces.
- Submit canvas entries on a stretcher frame or a canvas board.
- Other entries, if matted, must be matted I white.
- Do not use color mats. Reinforce the back with heavy paper.
- Mounted and floating mats may also be used.
- The art should be no smaller than 8” x 10” but no larger than 18” x 24”, not including mat.

**National Scholarships: Young American Creative Patriotic Art**

First Place - \$15,000	Fourth Place - \$2,500
Second Place - \$7,500	Fifth and Sixth Place - \$1,500
Third Place - \$3,500	Seventh and Eighth Place - \$1,000
Ninth through Nineteenth Place - \$500	

**3-Dimensional Patriotic Art entries can be:**

- paper, papier-mache, pottery, sculpture, fabric, wood, metalwork, etc.

**Three-Dimensional Art entries may NOT be:**

- Larger than 18” in any direction
- More than 5 lbs. in weight
- Jewelry

**National Scholarships: 3-Dimensional Patriotic Art**

First Place - \$2,500	Second Place - \$1,000	Third Place - \$500
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Note: For the above contests, digital art, photography, and jewelry are not accepted.

**2023-2024 Voce of Democracy Audio-Essay Contest**

Theme: **What are the Greatest Attributes of our Democracy?**

Open to students in grades 9-12 by the October 31, 2023 deadline who are enrolled in a public, private or parochial high school or home study program in the United States, its territories and possessions, or dependents of U.S. military or civilian personnel in overseas schools.

National Scholarship Awards:

First Place - \$35,000	Second Place - \$21,000	Third Place - \$15,000 scholarship
Fourth through 36 <sup>th</sup> Place - \$7,000 to \$1,500		37 <sup>th</sup> – 53 <sup>rd</sup> Place - \$1,000 scholarship

**2023-2024 Patriot's Pen Essay Contest**

Theme: **How are you Inspired by America?**

Open to students in grades 6-8, by the October 31, 2023 deadline who are enrolled in public, private or parochial school or home school study program in the United States, its territories and possessions, or dependents of U.S. military or civilian personnel in overseas schools.

National Scholarship Awards:

First Place - \$5,000	Second Place - \$4,000	Third Place - \$3,500
Fourth through 53 <sup>rd</sup> Place - \$2,750 to \$500		

**Deadlines for both the Voice of Democracy Audio-Essay and the Patriots Pen Essay Contests:**

Entries to VFW Post – Midnight October 31      Post Judging Complete – November 15  
Department Judging Complete – January 10  
Winner to VFW National Headquarters – January 15.

**Kathy Birch, 2023-2024 Scholarship Chairman**

**304 E Main St**

**Berryville, VA 22611-1306**

**(540) 955-3311      [katbirch@comcast.net](mailto:katbirch@comcast.net)**



## Veterans and Family Support

Chairman: Cynthia Cortner  
11 Halifax CT., Sterling, VA. 20165  
C: (619)254-0014  
[Cindypcx2@yahoo.com](mailto:Cindypcx2@yahoo.com)

Dear Brothers and Sisters,

Thank you to our President Vicki Butler for having me on her team and especially having me as the Veterans and Family Support Chairman for this year. Veterans mean so much to me and all of us. It is, after all, the one thing we all have in common, is our love for veterans! National Ambassador Tessa Butcher states this year we will be ***Banding Together for Our Veterans*** by offering guidance to our veterans about acquiring VA benefits, working toward higher education with scholarship opportunities and providing helpful resources for when life gets rough. We are united in our passion for this organization and at our core we are all here for the same purpose, to support our veterans, service members, their families and our communities!



### Focus Points for 2023-2024

- Veterans and Military Support Programs

Let us ensure that our veterans and their family members are aware of the aid available to them in times of need such as financial assistance with mortgage or rent payments, vehicle expenses, utilities, food or clothing. Also, we can guide our veterans and family members in obtaining VA benefits by pairing them with VFW Accredited Service Officers. Financial aid is also available to those service members and veterans who are looking to further their education and find a new career path in life.

- Suicide Prevention and Mental Health Awareness

Many veterans returning home do so with heavy hearts and minds. Our veterans are our heroes, and we should tell and show them how much they mean to us! By banding together with other organizations, we will be able to raise awareness and foster community engagement to change the stigma surrounding mental health.



**We all should:** Be proactive in looking after our heroes; Be mindful of the characteristics associated with thoughts of suicide; Be watchful of our veterans' mental health.

**What will you do for our veterans, service members and their families this year?**

**Remember to send in your reports with pictures** so we can show National that Virginia's love for our Veterans and their families is alive and strong!

## 2023-2024 Auxiliary Awards

### **Military Suicide and Mental Health – The Most Outstanding Activity and/or Event to Increase Awareness of Military Suicide and Mental Health**

All Auxiliaries that hold an activity and/or event as stated above must send their entry form, available in MALTA member resources, to Cynthia Cortner by *March 31, 2024* for judging as the most outstanding activity and/or event.

A total combined list of all Auxiliaries that completed and submitted an entry form will be sent to National by April 30, 2024. A Citation will be given to every Auxiliary that hosts an activity and/or event to increase awareness of military suicide and mental health.

The Department selection for the most outstanding activity and/or event will be sent to National to be judged. A Citation and \$25 will be awarded to one Auxiliary in each of the four Conferences by National.

### **Support of Veterans, Service Members and their Families -The Most Outstanding Activity and/or Event to Increase the Support of Veterans, Service Members and their Families.**

All Auxiliaries that hold an activity and/or event as stated above must send their entry form, available in MALTA member resources, to Cynthia Cortner by *March 31, 2024* for judging as the most outstanding activity and/or event.

A total combined list of all Auxiliaries that completed and submitted an entry form will be sent to National by April 30, 2024. A Citation will be given to every Auxiliary that hosts an activity and/or event to increase the support of veterans, service members and their families.

The Department selection for the most outstanding activity and/or event will be sent to National to be judged. A Citation and \$25 will be awarded to one Auxiliary in each of the four Conferences by National.

# YOUTH Activities



- GRAVE BEAUTIFICATION
- BY YOUTH FOR YOUTH
- CREATING, SPONSORING AND WORKING WITH YOUTH GROUPS
- YOUTH GROUPS SUPPORTING OUR VETERANS NATIONAL CITATIONS
- PATRIOTIC YOUTH AWARD
- GET EXCITED FOR THE RED, WHITE, AND BLUE!
- PATRIOTISM THROUGH LITERACY
- ILLUSTRATING AMERICA
- MAKE YOUR AUXILIARY ACCESSIBLE TO TODAY'S YOUTH

OUR DEPARTMENT OF VIRGINIA VFW AUXILIARY IS HELPING TO TEACH YOUTH THE SKILLS OF TEAMWORK AND LEADERSHIP. THE YOUTH OF TODAY WILL BECOME THE LEADERS OF TOMORROW. LET'S ENCOURAGE AND EDUCATE THEM BY GETTING THEM INVOLVED IN OUR ORGANIZATION!!!



### Grave Beautification

Our veterans deserve our *respect* and remembrance. We can honor them by teaching this to our youth. This can be achieved by beautifying the gravesites and headstones of our veterans.



### By Youth, For Youth

By Youth, For Youth, stresses the value of developing leadership skills and prepares youth for real life relationships.



### Creating, Sponsoring and Working with Youth Groups

Your Auxiliary can sponsor a youth group. Reach out to your local community and recognize our youth for their great work.



### Youth Groups Supporting Our Veterans National Citations

National Citations are an excellent way for youth groups to be recognized for their efforts and service projects honoring veterans, service members and family.



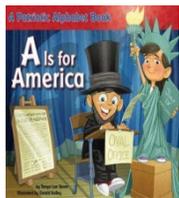
### Patriotic Youth Award

Recognize an individual youth for their exemplary demonstration and support of patriotism for supporting of veterans, service members and their families.



### Get Excited for the Red, White, and Blue!

This individual national anthem singing contest will express their creativeness and imagination.



### Patriotism through Literacy

Get excited to inspire our youth to learn about America through books. Introduce them to historical figures and teach them about our nations history.



### Illustrating America

See how our youth visualize the world through their paintings and creative drawings. Inspire student's artistic talents by rewarding them for their hard work.



### MAKE YOUR AUXILIARY ACCESSIBLE TO TODAY'S YOUTH

Radio, television and newspapers are a great way to provide Information to promote youth activities. Try using these popular Social media networks: **FACEBOOK/TWITTER/LINKEDIN/YOUTUBE PINTEREST/INSTAGRAM/TIC-TOC/SNAPCHAT**

Chairman: Diane Melson  
7832 James Blair Lane  
New Kent, VA 23124-992  
703-314-3809



[dmelsonvfw9808@aol.com](mailto:dmelsonvfw9808@aol.com)

## VFW AUXILIARY DEPARTMENT OF VIRGINIA AUXILIARY AUDIT REPORT

AUXILIARY # \_\_\_\_\_ DISTRICT # \_\_\_\_\_ FOR CALENDAR YEAR \_\_\_\_\_

Please Circle which Quarterly Audit that is being Submitted

Quarter	Months Covered	Audit Completed By	Approved Audit sent to Department Treasurer no later than
1ST	Jan 1 - March 31	April 30 Annually	May 31, Annually
2ND	April 1 - June 30	July 31, Annually	August 31, Annually
3RD	July 1 - Sept 30	October 31 Annually	November 30, Annually
4TH	Oct 1 - Dec 31	January 31, Annually	February 28, Annually

**Auxiliary Vote**

Approved Audit:  
Date: \_\_\_\_\_

**DISTRIBUTION OF RECEIPTS, DISBURSEMENTS AND CASH BALANCE BY FUND**

FUND	CASH BALANCE LAST REPORT	RECEIPTS	DISBURSEMENTS	CASH BALANCE THIS REPORT
Auxiliary General Fund	\$	\$	\$	\$
Dept/Natl Dues(Restricted)	\$	\$	\$ -	\$
Aux Relief Fund (Restricted)	\$	\$	\$ -	\$
Cancer Ins. (Restricted)	\$	\$	\$ -	\$
Kitchen/Bingo Fund	\$	\$	\$ -	\$
Other	\$	\$	\$	\$
TOTALS:	\$	\$	\$	
Savings Account	\$	\$		\$
<b>TOTAL BALANCE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

Outstanding Check Number	Amount	
		Bank Balance as shown on Bank Statement: \$ _____
		Total Amount of Outstanding Checks: \$ _____
		Add Total Amount of Outstanding Deposits: \$ _____
		Total Adjusted Bank Balance: \$ _____
<b>TOTAL</b>		

This is to certify that the books and records of the Treasurer and Secretary have been audited, found correct, and all money properly accounted for

**TRUSTEES SIGNATURES:**

- #1. \_\_\_\_\_
- #2. \_\_\_\_\_
- #3. \_\_\_\_\_

Audited this Date: \_\_\_\_\_

**DISTRIBUTION:**

Original to Auxiliary Secretary after  
the Senior Trustee has read.  
Copy to the Auxiliary Treasurer

Must mail copy to Department Treasurer:

Cathy Graham  
9691 Lindenbrook St  
Fairfax, 22031-1132  
[cg12dc12@outlook.com](mailto:cg12dc12@outlook.com)

**VFW AUXILIARY, DEPARTMENT OF VIRGINIA, DISTRICT NO. \_\_\_\_\_**

**DISTRICT AUDIT REPORT**

**DISTRIBUTIONS OF RECEIPTS, DISBURSEMENTS, AND CASH BALANCE BY FUND**

**FOR PERIOD OF \_\_\_\_\_, 20\_\_ TO \_\_\_\_\_, 20\_\_**

<b>FUND</b>	<b>CASH BALANCE LAST REPORT</b>	<b>RECEIPTS</b>	<b>DISBURSEMENTS</b>	<b>CASH BALANCE THIS REPORT</b>
GENERAL FUND	\$ _____	\$ _____	\$ _____	\$ _____
OTHER FUND	\$ _____	\$ _____	\$ _____	\$ _____
<b>TOTALS</b>	\$ _____	\$ _____	\$ _____	\$ _____

BANK BALANCE AS SHOWN ON BANK STATEMENT: \$ \_\_\_\_\_

PLUS OUTSTANDING DEPOSITS: \$ \_\_\_\_\_

LESS OUTSTANDING CHECKS: \$ \_\_\_\_\_

TOTAL BANK BALANCE: \$ \_\_\_\_\_

THIS IS TO CERTIFY THAT THE BOOKS OF THE DISTRICT SECRETARY AND DISTRICT TREASURER HAVE BEEN AUDITED, FOUND CORRECT, AND ALL MONEYS PROPERLY ACCOUNTED FOR. **AUDITED THIS DATE:** \_\_\_\_\_, 20 \_\_\_\_.

TRUSTEES: \_\_\_\_\_ 1<sup>st</sup> Year

\_\_\_\_\_ 2<sup>nd</sup> Year

\_\_\_\_\_ 3<sup>rd</sup> Year

<p><b>Cathy Graham</b>  <b>9691 Lindenbrook St</b>  <b>Fairfax, 22031-1132</b>  <a href="mailto:cg12dc12@outlook.com">cg12dc12@outlook.com</a></p>
--

**DISTRICT APPROVED AUDITED THIS DATE:** \_\_\_\_\_, 20 \_\_\_\_.

# VETERANS OF FOREIGN WARS AUXILIARY

## Brochure Order Form

UNWAVERING SUPPORT



FOR UNCOMMON HEROES

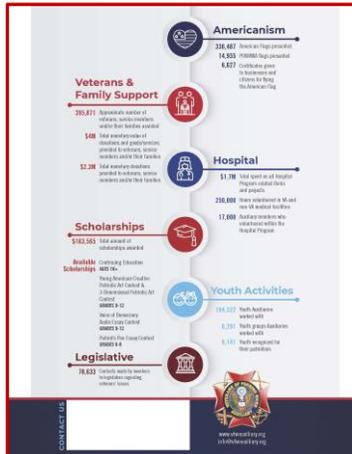
VFW Auxiliary National Headquarters is pleased to offer the following brochures to our members at no charge. **Please allow two weeks for delivery.**

**Fillable/printable copies are also available in MALTA/Member Resources: Historian & Media Relations, Membership and Scholarships.**

### Membership Brochure (includes application)



### Fact Sheet



### Patriotic Art & 3-Dimensional Art Brochure



**Please indicate the quantity requested below. Order quantity is not to exceed 50 copies of each.\***

*\*Please contact National Headquarters should you need larger quantities for a recruiting event.*

### Brochure

Auxiliary Membership Brochure (includes application)

Auxiliary Fact Sheet

Young American Creative Patriotic Art Brochure & 3-Dimensional (2 sided)

### Quantity

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

MAIL BROCHURES TO:			
First and Last Name	_____		
Address	_____		
City	State	ZIP	_____
Daytime Phone (____)	Email	_____	
Auxiliary Number	Member Number	_____	

**Submit order forms to:**

**VFW Auxiliary, Attn: Brochure Orders, 406 W. 34th St., 10th Floor, Kansas City, MO 64111 or email to [info@vfwauxiliary.org](mailto:info@vfwauxiliary.org) with "Brochure Order" in the subject line.**

Note: VFW program brochures (including "Buddy® Poppy", Teacher of the Year, Patriot's Pen and Voice of Democracy) can be ordered from the VFW Store at [www.vfwstore.org](http://www.vfwstore.org) or by calling 1.833.VFW.VETS.