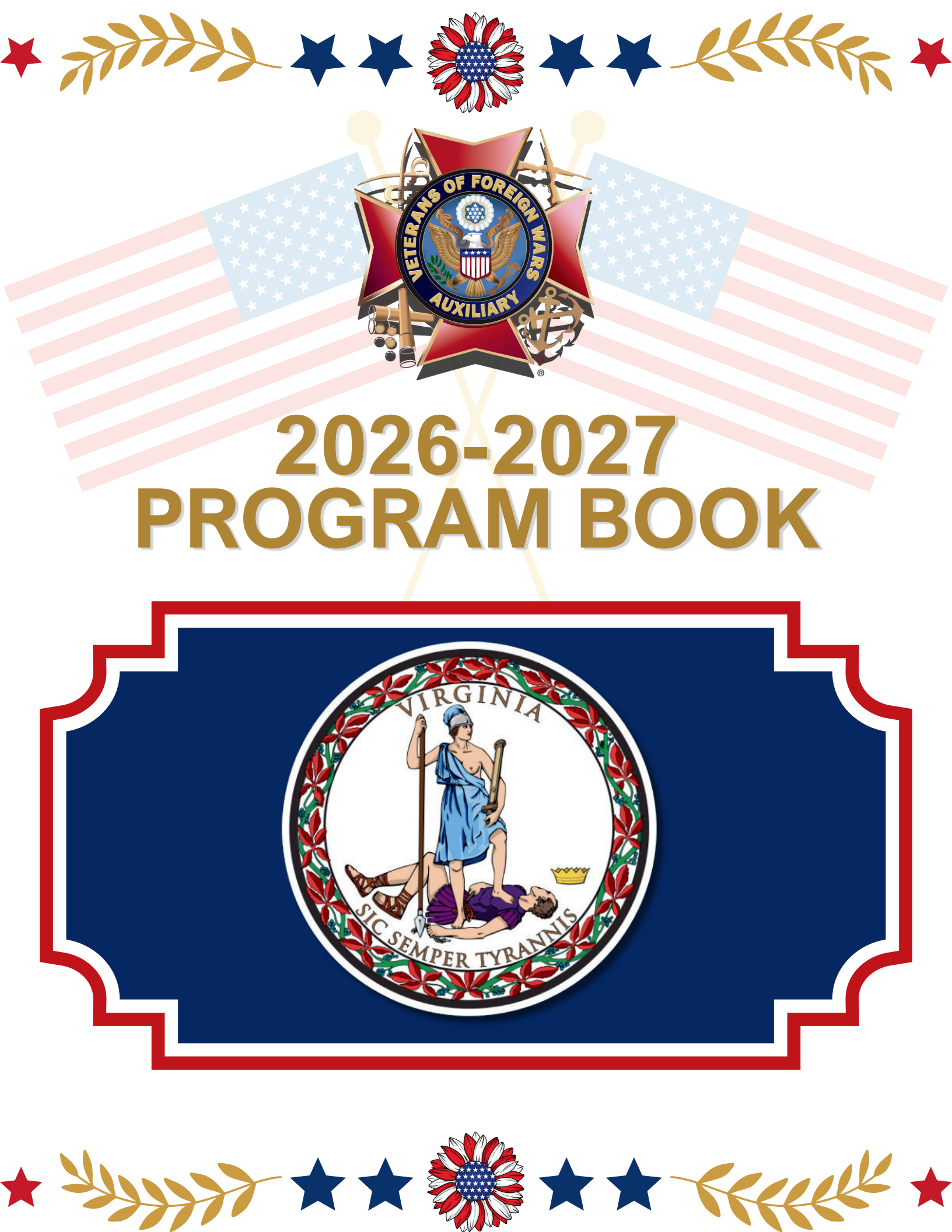




2026-2027 PROGRAM BOOK





TABLE OF CONTENTS

- | | |
|--|--|
| 3. Welcome from President Kathy Voss | 22. 990N Form |
| 4. Americanism, Gayle Meadows | 23. Robert's Rules of Order Quick Reference, Cont. |
| 5. Buddy Poppy, Johanna Hebert | 24. 2026-2027 Joint Special Project |
| 6. Chief of Staff/Extension, Betty Gimble | 25. Who is Who???? |
| 7. Historian, Pamela Kotz | 26. Save The Date |
| 8. Hospital, Dinah Doyle | 27. Outstanding Auxiliary Requirements |
| 9. Legislative, Cara Buckley | 28. Outstanding Auxiliary Requirements Cont. |
| 10. Membership, Bettina Lane | 29. Americanism Report Form |
| 11. VFW Auxiliary Membership/Member Transfer Application | 30. Buddy Poppy Report Form |
| 12. National Home, Dana Rivera | 31. Historian Report Form |
| 13. Scholarships, Rose Harper | 32. Hospital Report Form |
| 14. Scholarships Cont., Rose Harper | 33. Legislative Report Form |
| 15. Veterans and Family Support, Judy Lupole | 34. National Home Report Form |
| 16. Youth Activities, Diane Melson | 35. Scholarship Report Form |
| 17. Chaplain, Jamie Stewart | 36. Veterans and Family Support Report Form |
| 18. Secretary, Vicki Butler | 37. Youth Activities Report Form |
| 19. Treasurer; Did You Know?, Cathy Graham | 38. VFW Auxiliary Audit Report Form |
| 20. Treasurer; Donation Guide, Cathy Graham | 39. Form 8822-B |
| 21. Robert's Rules of Order Quick Reference | 40. VFW Auxiliary Brochure Order Form |





Welcome from Department President, Kathy

WELCOME TO YOUR 26-27 PROGRAM YEAR! IT IS MY HONOR TO SERVE AS YOUR PRESIDENT FOR THE COMING YEAR AND AM INCREDIBLY APPRECIATIVE OF THE MEMBERS WHO SAID YES WHEN I ASKED THEM TO SERVE ON OUR TEAM. I AM CONFIDENT THAT OUR OUTSTANDING TEAM WILL PROVIDE YOU WITH THE MOST UP TO DATE INFORMATION AVAILABLE, THUS ENABLING OUR ENTIRE DEPARTMENT TO SERVE OUR VETERANS AND COMMUNITIES WELL.

I HAVE BEEN LISTENING AND LEARNING FROM OUR MEMBERS OVER THE PAST FEW YEARS AND HAVE INCORPORATED CHANGES THAT I BELIEVE WILL IMPROVE COMMUNICATION AND STREAMLINE NOT ONLY HOW WE PRESENT INFORMATION BUT THE TRAINING WE PROVIDE. MEETINGS WILL BE FUN BUT INFORMATIVE. COMMUNICATIONS WILL BE SHORTER AND MORE TARGETED. IT IS OUR HOPE THAT THIS WILL ENSURE ALL MEMBERS RECEIVE INFORMATION IN A TIMELY AND EFFECTIVE MANNER.

PLEASE REACH OUT TO ME OR ANY MEMBER OF YOUR OFFICER TEAM SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS. SHOULD AN ISSUE ARISE THAT IS PROGRAM RELATED...PLEASE REACH OUT TO THE CHAIRMAN AND THEY WILL BE HAPPY TO ASSIST YOU! OUR CHIEF OF STAFF AND HER DEPUTIES ARE ALSO AVAILABLE. WE ARE ALL HERE TO SERVE YOU! THANK YOU FOR YOUR SERVICE TO OUR VETERANS. I CONSIDER ALL MEMBERS TO BE PART OF OUR TEAM...TEAM VIRGINIA!

RESPECTFULLY, *Kathy Voss*



DEPARTMENT PRESIDENT'S SPECIAL PROJECT

IN SELECTING A PROJECT FOR THE COMING YEAR, I WANTED TO DO SOMETHING THAT WOULD BOTH HONOR AND CONTINUE THE LEGACY OF VIRGINIA'S PAST NATIONAL COMMANDER AND PRESIDENT.

I AM EXCITED TO ANNOUNCE THE ESTABLISHMENT OF THE "HAL ROESCH-DEE GUILLORY CONTINUING EDUCATION GRANT" THROUGH THE DEPARTMENT OF VIRGINIA VETERANS FOUNDATION.

AN ACCOUNT WILL BE FORMED WITHIN THE FOUNDATION, A 501C3 TAX DEDUCTIBLE ORGANIZATION, THAT WILL ACCEPT ALL DONATIONS. LETTERS WILL BE SENT TO ALL POSTS AND AUXILIARIES SOON WITH THE DETAILS ON HOW TO CONTRIBUTE. APPLICANTS MAY COMPETE FOR A GRANT TO ASSIST THEM WITH EXPENSES RELATED TO THEIR GOAL OF CONTINUING THEIR EDUCATION, WHETHER THAT BE A TRADE SCHOOL, CERTIFICATION OR A COLLEGE DEGREE WE HOPE TO ACCEPT APPLICATIONS FROM VETERANS AND MEMBERS IN THE DEPARTMENT OF VIRGINIA, IN THE SPRING OF 2027. MORE INFORMATION WILL BE COMING SOON!

THANK YOU FOR YOUR SUPPORT OF THIS PROJECT WHICH WE HOPE WILL LIVE ON FOR MANY YEARS TO COME IN HONOR OF HAL AND DEE.

PROGRAM CHAIR: BONNIE BLAKE BBLAKEOFFICE@GMAIL.COM 540.397-0830





CHAIRMAN: GAYLE MEADOWS
ADDRESS: 5964 WESTERN RUN RD, RICHMOND VA 23231
EMAIL: GMEADOWS.VFW9808AUX@GMAIL.COM
PHONE: 804-241-4958

AMERICANISM

In 1927, the leaders of America's major veterans organizations defined Americanism as:

"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."

Americanism has been a cornerstone of the VFW Auxiliary since its founding in 1914. Promoting patriotism, respect for our nation's symbols, and pride in our freedoms remains one of our fundamental missions. In 1921, the VFW launched Americanization Day, a patriotic rally that ultimately became Loyalty Day, officially recognized by Congress in 1958.

2026–2027 Americanism Priorities

As VFW Auxiliary members, we demonstrate our patriotism through service in our Posts and throughout our communities. This year's focus areas include:

- Flag Education
- Celebrating Patriotic Holidays
- Promoting Patriotism
- POW/MIA Remembrance



Americanism POP Sign Challenge

Our National Americanism Ambassador, Jessica Gardner, encourages every Auxiliary to promote patriotism through POP (Point-of-Purchase) Signs. Think of Americanism as our "product"—using eye-catching patriotic imagery, such as the American Flag, bald eagle, Statue of Liberty, or other recognizable symbols, to inspire pride and action.

POP signs can be:

- Physical displays at events or in the community
- Social media graphics or memes



The goal is to capture attention in just a few seconds with a simple, creative message. Be creative, have fun, and most importantly—report your activities!

National Award Opportunity

One VFW Auxiliary in each of the 10 National Program Divisions will receive a Citation and \$25 for creating the most unique POP sign or meme showcasing the VFW Auxiliary.

Entry Requirements

- Complete the official entry form available in MALTA Member Resources.
- Submit the form to your Department Americanism Chairman by March 31, 2027.
- Department-winning entries must be forwarded by the Department Chairman to the National Americanism Ambassador by April 30, 2027 for national judging.





CHAIRMAN: JOHANNA HEBERT

ADDRESS: 1436 ROUND HILL DR., VIRGINIA BEACH, VA 23456

EMAIL: JOHANNAHEBERTVFW@GMAIL.COM

PHONE: 757-286-9153

BUDDY POPPY

The Buddy Poppy has been a cherished symbol of the Veterans of Foreign Wars since 1922, representing both remembrance and hope. The 'Buddy' Poppy is a symbol that reminds Americans of the sacrifices made by our veterans while protecting our freedoms. This simple red flower carries a profound message, and it is the responsibility of every Auxiliary to ensure that message continues to reach our communities. Through education, distribution, creative fundraising, and participation in display contests, Auxiliaries help fulfill the program's purpose: to honor the dead by helping the living.

Education: Share the history of the Poppy, its origins in In Flanders Fields, and its adoption by the VFW as the official memorial flower.

Distribution: A friendly smile and a willingness to share the Buddy Poppy's story go a long way in strengthening community support. Anyone can promote the Buddy Poppy, making it an ideal opportunity to involve youth groups, community volunteers, and partner organizations.

Creative Fundraising: There are many creative ways to distribute the Buddy Poppy, including window displays, posters, wreaths, remembrance walls, hats, and event centerpieces. Buddy Poppy fundraising doesn't have to be limited to Veterans Day or Memorial Day. Think of unique ways to raise funds and promote the program throughout the year.

Buddy Poppy Displays: The National VFW Buddy Poppy Display Contest includes three categories: public promotion of the Buddy Poppy campaign, memorial or inspirational displays, and artistic or decorative use of Buddy Poppies.

Every Auxiliary is strongly encouraged to create a display for the Department Convention. Start a planning committee now to encourage members to share ideas, then schedule "crafting" days throughout the year to work on your display together. Let's flood the Department Convention with Buddy Poppy displays this year!

In every aspect of the Buddy Poppy Program—education, distribution, fundraising, and display creation—all Auxiliaries play a vital role in preserving a century-old tradition of remembrance and service. The Buddy Poppy is more than a flower; it is a promise that we will continue to honor the sacrifices of our veterans and support those who served. By embracing creativity, collaboration, and community engagement, Auxiliaries ensure that this symbol remains vibrant and meaningful for generations to come. I look forward to seeing the meaningful and inspiring work you will accomplish this year through the Buddy Poppy program.





CHAIRMAN: BETTY GIMBLE
ADDRESS: 80 WINTER WHEAT LANE,
FREDERICKSBURG, VA 22406
EMAIL: BJG1503@GMAIL.COM
PHONE: 703-851-5819

CHIEF OF STAFF/ EXTENSION

Chiefs of Staff are the main point of contact for the Extension Program, which includes establishing new Auxiliaries and working with and maintaining all Auxiliaries. President Kathy Voss has appointed two Deputy Chiefs of Staff to work with me this. They are **Carol Vangi** and **Nancy White**. We are here to work with any Auxiliary that needs assist with any issue that threaten Auxiliaries' existence. Please feel free to call on any of us with questions.

We will be working to establish new Auxiliaries this year. The steps for creating a new Auxiliary are:

- The VFW Post must vote by 2/3 majority to have an Auxiliary.
- The Department President appoints the official organizer, and he/she must be a member of the Auxiliary.
- At least 15 eligible applicants must be on the application for the Charter.

The National Organization requires only five (5) things of an Auxiliary and should they be unable to meet the 5 Essentials, they are in danger of losing their Charter. The 5 Essentials are:

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

The National Organization has developed many resources for members to use, including tools available in MALTA Member Resources. These tools are very helpful in maintaining our current Auxiliaries. I have all these tools available and will be sharing them in more detail in the months to come. Some of the tools available:

- The Healthy Auxiliary Tool Kit
- Building on the VFW Auxiliary Foundation
- Understanding Auxiliary Traditions video
- Why Having an Auxiliary Can Boost your Post" PowerPoint
- Top ten (10) Reasons your Post to Have an Auxiliary handout
- Good Job Certificate

This year we want to use all the tools and resources that we have available to establish new Auxiliaries and to make sure all our existing Auxiliaries are healthy. With all of us working together, we can make this happen.





CHAIRMAN: PAMELA KOTZ
ADDRESS: 8326 LEIGHBURN DR., ROANOKE, VA 24019
EMAIL: PAMELAKOTZ067@GMAIL.COM
PHONE: 540-314-2429

HISTORIAN / MEDIA RELATIONS

The member responsible for Historian & Media Relations duties is a memory keeper and collector of the five W's: the who-what-where-when-and-why of your Auxiliary. These individuals compile and chronicle memories and events in written and digital formats, including photographs, memorabilia, print news, audio and/or video clips, and social media posts.

The Historian & Media Relations member captures the narrative of the Program Year. At the Auxiliary, District, and Department levels, these members are the ones who get the word out about the Auxiliary to our communities. They inform the public about our valuable National Programs.

Auxiliary and District Historian & Media Relations:

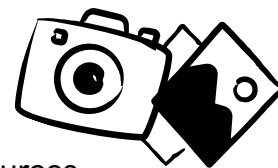
This member maintains a written report on the history of their Auxiliary or District and submits it to their respective Presidents at the end of the year. Supplemental material can include photographs and newspaper clippings that document special Auxiliary events.

Who should you contact about Auxiliary news?

Learn the names of reporters who cover stories most similar to yours and tailor your own list of media contacts. Send information directly to these contacts rather than to the editor; news staff who specialize in relevant areas, such as society and calendar page editors, are more likely to be receptive to including auxiliary events. Feel free to send a reporter a personal email, and be sure to include your contact information.

Photography Tips:

- Photos should be clear and sharp, at least 1 MB (megabyte) in size, and taken with attention to detail. Avoid the following photo faux pas:
- Closed eyes
- Mouths open or full of food
- Distracting objects in the frame or awkward placement of people or things (e.g., trees popping out of someone's head, bunny ears, etc.)
- Offensive language on articles of clothing



Links & Resources:

For the media relations piece of this role, a great place to start is MALTA Member Resources.

- The VFW Auxiliary Publicity Guide includes lots of valuable information and ideas to promote your Auxiliary.
- The VFW Auxiliary Elevator Speech/What We Do summarizes who we are, what we do, and how we describe ourselves as an organization to the media.
- Website and social media information - There are a lot of resources here, everything from the basics to setting up a Facebook page for your Auxiliary.





CHAIRMAN: DINAH VINER DEVINS DOYLE
ADDRESS: 3449 CRIMSON HOLLY LANE, VIRGINIA BEACH, VA 23453
EMAIL: N2RUNN1@YAHOO.COM
PHONE: 757-560-0493

HOSPITAL

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. 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 MAKE OUR VETERANS SMILE!!**



- **Celebrate Traditional and 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.
- **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.
- **Department of Veterans Affairs** – The mission is to honor America's veterans by providing exceptional health care. Volunteers can assist with greeting guests, transporting patients and driving veterans to scheduled appointments.
- **Volunteer Recruitment, Recognition and Support** – 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 approved by the Auxiliary by making items such as quilts, cards, and hats.



Scan this QR Code and it will take you
to the Hospital Program Information





2026-2027 LEGISLATIVE PROGRAM

Legislative Chairman: Cara Buckley

Email: cbuckley.aux@vfwva.org Cell: (254)466-5840 PO Box 1592 Prince George VA 23875



Our Legislative Road Map....



The Legislative Program empowers every Auxiliary member to become an advocate for veterans, service members, military families, and survivors. By educating ourselves, engaging with our elected officials, and sharing the stories of those we serve, we ensure that the voices of Virginia's veterans are heard from our local communities to Capitol Hill.

Program Goals

★ Educate

- Share VFW National Priority Goals in a simple, understandable format.
- Provide monthly legislative updates and action alerts.
- Teach members how to contact and effectively communicate with legislators.

★ Engage

- Encourage every Auxiliary to participate in at least one legislative-focused activity during the year.
- Promote attendance at town halls, legislative days, and community forums.
- Support VFW Action Corps and increase Action Corps Weekly subscriptions.

★ Advocate

- Inspire members to write letters, send emails, make phone calls, and meet with elected officials.
- Partner with Posts to host Legislative Days and candidate or community issue forums.
- Share local stories that demonstrate the impact of veteran legislation.

★ Activate

- Challenge each Auxiliary to designate a Legislative Ambassador.
- Recognize Auxiliaries that successfully engage members in advocacy efforts.
- Use social media to amplify legislative priorities and educate the public.



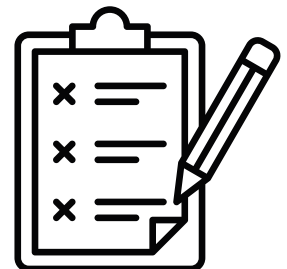
QR Code to
VFW Auxiliary Legislative

Department Chairman Challenge

"One Voice, One Action, One Difference."

Every Virginia Auxiliary is challenged to:

- Host or participate in one legislative event.
- Have at least 10 members subscribe to VFW Action Corps Weekly.
- Contact at least one elected official during the year regarding a VFW Priority Goal.
- Share one legislative success story with the Department Legislative Chairman.



**Reports Due
By the 10th of the Month**

Special Recognition at Convention will be made for the Auxiliaries who have the most members attend National Legislative Conference in DC In March &/or Virginia VFW Legislative Day in January! Proof required by Photo Submission by March 20, 2027.

All Reports must be submitted to count for this year by April 30th



CHAIRMAN: BETTINA LANE
ADDRESS: 285 DEERFIELD PLACE, MINERAL, VA. 23117
EMAIL: VFWAUXVAMEMBERSHIP2627@GMAIL.COM
PHONE: 540-287-1454

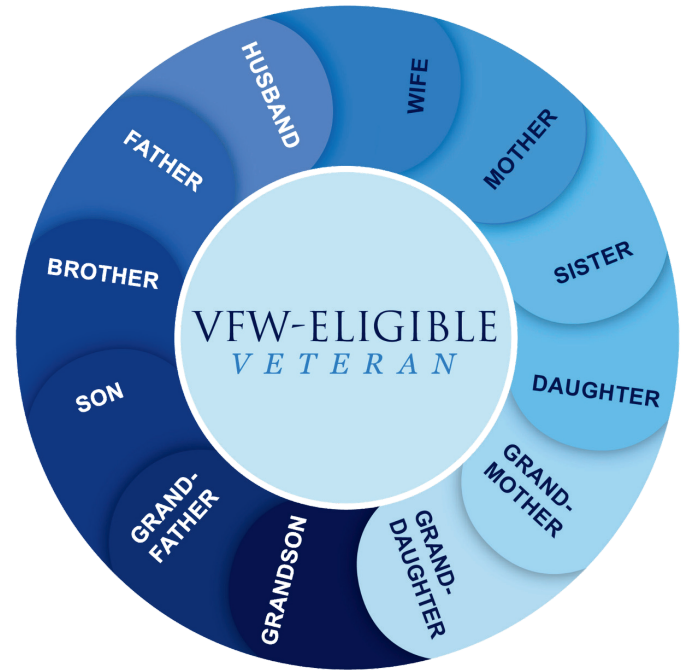
MEMBERSHIP

Why Is Membership Important?

Our members are the foundation of this organization, and through their hard work and commitment, we are able to support our veterans and their families.

Who Is Eligible to Join?

The VFW Auxiliary Eligibility Wheel is a very important tool for recruiting new members.



What Do the Three R's Stand For?

Recruit • Retain • Rejoin

A very important part of recruiting and retaining members is inclusion and mentorship. Talking with new members and making them feel welcome is the essence of a strong Auxiliary.

Why Do Members Let Their Membership Lapse?

There are many different reasons. Reach out to members, give them a call, and talk with them. Ask what could be done differently and how we can better meet their needs.

Recruiting Opportunities

Recruiting opportunities are everywhere—family members, county and town fairs, recruiting events, open houses, or even simple conversations at the grocery store. It doesn't have to be a formal event. A simple mention during a conversation can spark someone's interest in becoming a member. Carry a membership application with you wherever you go. It easily fits in your purse or pocket. Many helpful membership resources are available in VFW Auxiliary MALTA Member Resources, including informational brochures and membership applications at no cost.

Let's make this a great year for recruiting. The stronger our membership, the stronger we are in serving our veterans and their families.



VFW AUXILIARY MEMBERSHIP / MEMBER TRANSFER APPLICATION

Please print legibly. An incomplete application could delay your membership start date.

Applicant completes sections A, D or E and H, I . Auxiliaries/Departments complete section B,F,G.

A APPLICATION INFORMATION

Name ☐ Female ☐ Male
Address Date of Birth / /
City State ZIP Phone () - Email

Auxiliary Post No. City State
☐ New Member ☐ Transferring Member ☐ Rejoining Member (Prior Member ID Number)
☐ Member at Large in Department of ☐ Member at Large - VFW Auxiliary National Headquarters

(Transfer only information) ☐ ANNUAL TRANSFER ☐ LIFE MEMBER TRANSFER
Member ID Previous Auxiliary ☐ Paying ☐ Nonpaying

☐ **POST-AFFILIATED** (*Must be a current member of the VFW Post affiliated with the Auxiliary to which you are applying.)
I am the (Relationship) to (Eligible Veteran* Name)
VFW Membership ID VFW Post (Must be same as B)

☐ **NON-AFFILIATED** (*Veteran is not a current member of the VFW Post affiliated with the Auxiliary to which you are applying.)
I am the (Relationship) to (Eligible Veteran* Name)
Name of campaign ribbons or medals:
Dates of Service: to Foreign Location:

Recruited/Recommended by: Recruiter Member ID
Check one: Aux ☐ VFW ☐

Investigating Committee Signatures
1 ☒ 2 ☒ 3 ☒
Per Section 102 of the National Bylaws. ☐ Rejected ☐ Accepted Meeting Date Obligated Date

☐ Annual Membership ☐ Life Membership ☐ Check here if this is a gift (Membership card will be sent to Treasurer and not member.)
Payment Method and Amount: Cash ☐ _____ Check ☐ _____ Credit Card ☐ _____ ***
***If paying by credit card, after this application is processed, an email and/or text message will be sent to the contact information provided above for payment. Instructions in the communication for payment must be completed within 30 days or otherwise the application will be voided. If someone other than the applicant above is paying by credit card for the membership, please list your phone number and email address below to receive payment instructions once the membership application has been processed.
Phone Email

OBLIGATION In the presence of Almighty God and the members of this organization here assembled, I do of my own free will and accord, solemnly promise that I will never wrong or defraud this organization nor a member thereof nor permit either to be wronged if in my power to prevent it. I will never propose for membership any person not eligible, according to our Bylaws. I will be faithful to the United States of America, obedient to the laws and loyal to the Flag. Should my membership with this organization cease in any way, I will consider this obligation as binding outside of the organization as though I had remained a member. I do so promise. I attest that I am at least 16 years of age. I pledge to comply with the National Bylaws of the Veterans of Foreign Wars of the United States Auxiliary. I attest I am not eligible for membership in the VFW. I further attest that the above is true and correct to the best of my knowledge, including my stated relationship to the Veteran.

Signature ☒ Date
(Must be signed by all members.)

By filling out this application and providing your contact information, you agree to receive communications from the VFW Auxiliary. The communications may include updates, promotions, and other information related to our services. Communications may be in the form of e-mails, SMS text messages, and/or automated calls. You understand that these communications may be sent using an automated telephone dialer system. Standard message and data rates may apply. You can opt-out at any time by following the instructions provided in the communications. No mobile information will be shared with third parties/affiliates for marketing/promotional purposes.

LIFE MEMBERSHIP FEES

Life Membership fees are not refundable.

Attained age at 12/31 of year applying for Life Membership. Through 20 \$253

21-25	\$242
26-30	\$230
31-35	\$219
36-40	\$213
41-45	\$201
46-50	\$196
51-55	\$184
56-60	\$173
61-65	\$161
66-70	\$150
71-75	\$132
76-80	\$109
81-85	\$86
86-90	\$69

91 and over \$58



CHAIRMAN: DANA RIVERA
ADDRESS: 6600 TIMBERLAND DR, SANDSTON, VA 23150
EMAIL: DKRIVERA61@GMAIL.COM
PHONE: 804-337-3487

VFW NATIONAL HOME

Brothers and Sisters,

I am proud and honored to have been chosen to join President Kathy Voss as the program chair for the VFW National Home for the year 2026-2027. I look forward to working with the auxiliaries of the great Department of Virginia. There will be information distributed in many ways (promotions, Facebook, email), about the National Home and how you can spread the word, raise awareness and support the program that aids our Veterans and their families.

Our National Ambassador is Mary Anne Kreutz from the Department of California. Her focus is the promotion of what and where the National Home is and who is eligible for the services the National Home provides.

The National Home helps military and veteran families who need assistance and a helping hand with a fresh start. They can live there for up to four years. The program is very goal oriented, and families work with resource experts to achieve those goals. This is not just a free place to stay. The state of Virginia sponsors a home and we need to ensure our home and it's recipients are taken care of in the best way.

The National Home doesn't receive any government funding. Ways you can support the National Home:

- Donations
- Tribute bricks
- Life membership
- Promoting the National Home and helpline
- Making your Health & Happiness donation, this can be done via check or on MALTA.

Let's find ways to spread the word about the National Home and help to provide funds to support their programs.





CHAIRMAN: ROSE HARPER
ADDRESS: 14436 HUPP RD, TIMBERVILLE, VA 22853
EMAIL: ROSE.E.HARPER09@GMAIL.COM
PHONE: 540-421-3333

SCHOLARSHIP

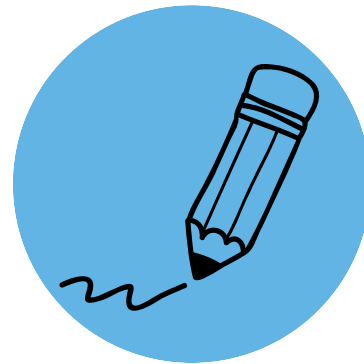


PURPOSE

To encourage students to express what patriotism means to them and to help them reach their full potential. By increasing awareness of the VFW and its Auxiliaries, we are strengthening our presence in the community while supporting students. Many families can benefit from the scholarship opportunities these programs provide.

2026-2027 THEME:

“WHAT A VETERAN TAUGHT ME ABOUT AMERICA”



VOICE OF DEMOCRACY

**DEADLINE OCTOBER 31, 2026, TO
VFW POST**

- OPEN TO ALL STUDENTS IN GRADES 9 - 12
- MUST INCLUDE BOTH WRITTEN AND AUDIO ESSAY WITH COMPLETED APPLICATION.

PATRIOTS PEN

**DEADLINE OCTOBER 31, 2026, TO
VFW POST**

- OPEN TO ALL STUDENTS IN GRADES 6 - 8
- 300 – 400 WORD ESSAY WITH COMPLETED APPLICATION

Note: Foreign Exchange students, students 20 years or older, former winners, or First Place Department Winners are not eligible to enter.





CHAIRMAN: ROSE HARPER
ADDRESS: 14436 HUPP RD, TIMBERVILLE, VA 22853
EMAIL: ROSE.E.HARPER09@GMAIL.COM
PHONE: 540-421-3333

SCHOLARSHIP CONTINUED

YOUNG AMERICAN CREATIVE PATRIOTIC ART 2-DIMENSIONAL PATRIOTIC ART 3-DIMENSIONAL

DEADLINE FOR BOTH IS MARCH 31, 2027

STUDENTS IN GRADES 9 - 12

THEY DO NOT HAVE TO BE RELATED TO AUXILIARY MEMBER!

PUBLIC, PRIVATE, OR HOME SCHOOL ARE ELIGIBLE IN UNITES STATES, ITS TERRITORIES AND POSSESSIONS, OR DEPENDENTS OF U.S. MILITARY OR CIVILIAN PERSONNEL IN OVERSEAS SCHOOLS. U.S. CITIZENSHIP IS NOT REQUIRED, MUST BE LAWFUL U.S. PERMANENT RESIDENT, OR HAVE APPLIED FOR PERMANENT RESIDENCY AND APPLICATION HAS NOT BEEN DENIED, AND INTEND TO BECOME A U.S. CITIZEN. FOREIGN EXCHANGE STUDENTS, STUDENTS 20 OR OLDER, GED AND ADULT EDUCATION STUDENTS ARE NOT ELIGIBLE. PREVIOUS WINNERS ARE NOT ELIGIBLE.

REQUIREMENTS FOR 2-DIMENSIONAL:

THE ARTWORK MUST BE ON CANVAS AND CANNOT BE FRAMED.

CANVAS ARTWORK MUST BE ON A STRETCH FRAME.

THE ARTWORK ON PAPER MUST BE FRAMED.

IT MUST BE NO SMALLER THAN 8X10 INCHES AND NO LARGER THAN 18 X 24 NOT INCLUDING MAT.

SUBMITTED WITH COMPLETED APPLICATION

CAN BE DONE IN PENCIL, CHALK, PASTELS, OILS, WATERCOLOR, OR ANY MEDIA TAUGHT.

REQUIREMENTS FOR 3-DIMENSIONAL:

IT CAN BE ON PAPER, PAPER-MACHE, POTTERY, METAL WORK, OR ANY OTHER MATERIALS.

CANNOT WEIGH MORE THAN 5 POUNDS.

CANNOT BE LARGER THAN 18 INCHES IN ANY DIRECTION.

MUST BE SUBMITTED WITH A WRITTEN STEP BY STEP EXPLANATION OF ITS CREATION.

ESSAY CANNOT BE MORE THAN 250 WORDS.

MUST HAVE A COMPLETED APPLICATION WITH ARTWORK WHEN SUBMITTED FOR JUDGING.

THE FOLLOWING WILL NOT BE ACCEPTED: DIGITAL ART, PHOTOGRAPHY, WEAPONS OR 3-DIMENSIONAL PRINTED ART AND JEWELRY FOR EITHER CONTEST.

CONTINUING EDUCATION PROGRAM:

DEADLINE IS FEBRUARY 15, 2027, TO NATIONAL.

- ALL AUXILIARY MEMBERS WITH AT LEAST ONE YEAR MEMBERSHIP BY DEADLINE DATE.
- CANDIDATE MUST BE AT LEAST 21 YEARS OLD BY DEADLINE.
- OPEN TO SPOUSES, SON(S) AND DAUGHTER(S) OF CURRENT AUXILIARY MEMBER.
- ESSAY OF NO MORE THAN 300 WORDS.
 - DESCRIBING HOW THE SCHOLARSHIP WILL HELP THEM AND THEIR COMMITMENT.
- ALL APPLICATIONS MUST BE COMPLETED.





CHAIRMAN: JUDY LUPOLE
ADDRESS: 1246 QUARTER WAY, VIRGINIA BEACH, VA 23464
EMAIL: LUVEDALE88@VERIZON.NET
PHONE: 757-581-2072

VETERANS & FAMILY SUPPORT

The Veterans and Family Support Program strongly emphasize helping veterans, their families, and service members while promoting suicide prevention and mental health awareness.

UNMET needs (National Military Service and National Veterans Services)

The VFW Auxiliary had many options in our scouting report to provide support to our veterans and their families.

National Military Services provide service officers and think of them as trainers, preparing veterans to manage and adapt to civilian life.

National Military Services aids those currently serving and include Military Appreciation Program (MAP), Adopt-A-Unit, care packages, VFW Financial Assistance, "Sports Clips Help A Hero Scholarship" and the Student Students Support Grants. Financial assistance is needed, as no one heals mentally or physically when they feel like no one is there for them. We also need to be familiar with available skilled military suicide prevention and mental health awareness initiatives.

The Auxiliary's Veterans and Family Support program is more than a fundraiser for VFW programs it's a call to action for our veterans and their families in our communities. We encourage continued support of those programs financially and with service.



POST TRAUMATIC STRESS (PTS) AND MENTAL HEALTH WILL BE A BIG FOCUS THIS YEAR. IF YOU KNOW SOMEONE SUFFERING FROM PTS, REFER THEM TO 988 AND PRESS 1 TO SPEAK TO SOMEONE AT THE SUICIDE PREVENTION AND CRISIS LIFELINE.



Tell me what you are doing for the veterans and their family in your community, let's share ideas with the other Auxiliaries.





CHAIRMAN: DIANE MELSON

ADDRESS: 7832 JAMES BLAIR LANE, NEW KENT, VA 23124

EMAIL: DMELSONVFW9808@AOL.COM

PHONE: 703-314-3809

YOUTH Activities

PATRIOTISM THROUGH LITERACY

ENCOURAGE READING AND HISTORICAL AWARENESS THROUGH LOCAL LIBRARY RESOURCES. HELP YOUTH DISCOVER AMERICAN HISTORY, EMPATHY, AND LIFELONG LEARNING.

PROGRAM HIGHLIGHTS

- EXPLORE KEY MOMENTS IN U.S. HISTORY
- BUILD EMPATHY THROUGH DIVERSE STORIES
- FOSTER A LOVE OF READING
- STRENGTHEN COMMUNITY CONNECTIONS



ILLUSTRATING AMERICA ART CONTEST

OPEN TO GRADES K-8 IN PUBLIC, PRIVATE, PAROCHIAL, HOME-STUDY, AND OVERSEAS U.S.-AFFILIATED SCHOOLS. JUDGED ON PATRIOTIC THEMES AND ARTISTIC TECHNIQUE.

GRADE DIVISIONS

- K-2
- 3-5
- 6-8

2026-2027 DEADLINES

- DEC 15, 2026: ENTRIES DUE TO SPONSORING AUXILIARY
- JAN 15, 2027: AUXILIARY WINNERS DUE TO DEPARTMENT
- JAN 31, 2027: DEPARTMENT WINNERS DUE TO NATIONAL HEADQUARTERS



R.A.P. CARDS & YOUTH ACTS OF KINDNESS

RECOGNIZE YOUTH INSTANTLY FOR RANDOM ACTS OF PATRIOTISM. USE R.A.P. CARDS, CERTIFICATES, OR SCHOOL AWARDS TO CELEBRATE POSITIVE ACTIONS. RESOURCES AVAILABLE IN MALTA MEMBER RESOURCES.

INVOLVE YOUTH IN ALL AUXILIARY PROGRAMS

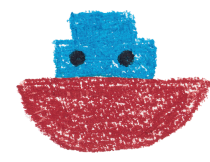
YOUTH ARE VITAL TO THE FUTURE OF OUR MISSION. OFFER OPPORTUNITIES TO SERVE, LEARN, AND TAKE PRIDE IN OUR COUNTRY.

PROJECT IDEAS

- MARCH IN PATRIOTIC PARADES
- ASSIST VETERANS OR MILITARY FAMILIES
- SEND CARDS OR GIFTS TO THE VFW NATIONAL HOME

PATRIOTIC YOUTH AWARD

HONORS YOUTH WHO DEMONSTRATE PATRIOTISM OR SUPPORT VETERANS, SERVICE MEMBERS, AND THEIR FAMILIES. FIND THE FILLABLE CERTIFICATE IN MALTA MEMBER RESOURCES.





CHAIRMAN: JAMIE STEWART
EMAIL: JSTEWART.VFWAUX@OUTLOOK.COM
PHONE: 757-897-5521

CHAPLAIN

I am deeply honored and grateful for the trust and confidence you have placed in me by electing me to serve as your Department Chaplain.

Chaplain Alerts

If you would like a Chaplain alert sent by the department, please send an email to jstewart.vfwaux@outlook.com. Please include name of member and address to send cards and/or funeral arrangement information.

IMPORTANT: Make sure to have the member or family members' permission prior to requesting a chaplain report.

District and Auxiliary Chaplain Duties

- Perform the opening and closing prayer at all meetings and events.
- Drape the Charter as needed.
- Present names of ill, deceased etc members at your meetings.
- Send thinking of you, sympathy, and get-well cards.
- Prepare for the Memorial Service if Auxiliary is to have one.
- Prepare and contact the members if a memorial is to be performed at a funeral home or other location.

Together, let us continue to honor the sacrifices of our veterans and their families by serving with compassion, respect, and dedication. It is a privilege to walk beside you in this mission, and I look forward to the year ahead.

Jamie Stewart
VFW Auxiliary Department of Virginia Chaplain 2026-2027
jstewart.vfwaux@outlook.com
757-897-5521



OPERATION BRING THEM HOME

Department Chair: Marian Paxton
marianpaxton@gmail.com
843-653-6098

**RETURNING ALL OF OUR HEROES TO
THEIR FAMILIES AND BRINGING
THEM HOME WITH HONOR**

VFW AUXILIARY NATIONAL PRESIDENT

DONNA K. MILLS

& VFW NATIONAL COMMANDER-IN-CHIEF

CORY L. GEISLER



The DPAA (Defense POW/MIA Accounting Agency) is a Department of Defense agency that works to account for and repatriate U.S. service members who are or were Prisoners of War (POW) or Missing in Action (MIA) from past conflicts. Its mission is to provide families and the nation with the most complete record of these missing personnel. The DPAA uses a combination of historical research, recovery operations and forensic science including analyzing DNA to identify remains and **bring them home**.

To support this project, select the "Make a Gift" tab and then **"National President's 2026-2027 Special Project"** in MALTA. Or mail a check to National Headquarters earmarked "National President's/Commander-in-Chief's 2026-2027 Special Project." Members may also mail gifts earmarked for the special project to the VFW Foundation.

Members can report this under the **Veterans & Family Support Program**. Also reportable under Veterans & Family Support and integral to DPAA's efforts is what is called a Family Resource Sample (FRS). DNA from surviving family members is key to identifying missing loved ones. It is technology that did not exist when these troops were lost.

Helping this organization means helping families find peace. Your contributions will help fund the DPAA's efforts. To learn more about DPAA, visit www.dpaa.mil.





Secretary

STUDY HALL



PLEASE REVIEW SECRETARY JOB DUTIES IN THE PODIUM EDITION BYLAWS & RITUAL 2026 PAGES 76-77. (SEC. 812) EVERY MEMBER HAS A FREE DIGITAL VERSION IN MALTA UNDER MEMBER RESOURCES.



Topics

- Installation Reports are to be completed ***immediately*** after installation by the Secretary. **Please do not wait!** Sec. 806A , #7. Page 65 of the By-Laws.
- Only the Secretary can record meetings for the purpose of taking minutes. Booklet of Instructions (Yellow Pages) Page 14 #6.
 - Recordings are not to be distributed to those who could not attend the meetings. Only to be used by the Secretary for the accuracy of the minutes.
 - After the minutes are approved, the recording needs to be destroyed/deleted.
- The Secretary is the Auxiliary/District Credentials Chairman.
 - For your Auxiliary- Once Delegates are elected, you complete the Delegate Paperwork and submit to District, Department, and National. (National Delegates may be entered directly into Malta). You are required to transmit the names within 30 days of election. Sec 812A #1 Page 77 of the By-Laws.
- All communication from National or Department Officers are official and shall be read at a meeting. Sec 812 5.c. Page 76 of the By-Laws. Make sure you are reading the letter from the Department President from Dept. Communications at your monthly Auxiliary meetings.

VICKI BUTLER, DEPARTMENT SECRETARY

VICKIBUTLER@HOTMAIL.COM 757-284-1651 : CELL

Feel free to reach out if you have any questions.

Here is a key of the best way to get ahold of me:

- **Critical Time Sensitive Issue:** Text message is fastest turnaround
- **Most Questions/Non-Time Sensitive:** email- 3-5 day turnaround
- **I need a phone call!!!!:** M-F 7-8am/4-5pm or leave a VM for a call back



PLEASE REVIEW TREASURER JOB DUTIES IN THE
PODIUM EDITION BYLAWS & RITUAL 2026 PAGES 79-81
(SEC. 813) EVERY MEMBER HAS A FREE DIGITAL
VERSION IN MALTA UNDER MEMBER RESOURCES.

TREASURER: DID YOU KNOW??



- Purchase the Auxiliary Bond at least 1.25 the amt of funds and value of property
(Sec 814 E. 1., pg 89)
- Auxiliary Funds: (Sec 813A, pg. 80)
 - Required- General and a Relief Fund (Relief Fund is Restricted)
 - Optional- Dues, Cancer Insurance, Kitchen, Bingo and other special purpose funds.
- Debit Cards:
 - Must be approved by vote of the Auxiliary. (Sec 813A #6)
 - **NO CREDIT CARDS**
 - Cannot use Debit Cards for Cash Advances (Sec 813A #6 b.)
 - If have debit card, Trustees MUST initial monthly bank statements (Sec 813A #8)
 - Kept in possession of Treasurer (Sec 813A #6. a)
- Auxiliary can vote to approve collecting credit/debit cards with 3rd party processor, point of sale or online. Records Audited by Trustees like a normal bank account. (Sec 813A #7)
- Bills may **NOT** be paid electronically, with exception of National HQ (Sec 813A #9) pg. 81
- Treasurers Report: No motion to accept this report is necessary (Sec 813A #14)
- Membership Applications:
 - **MUST** be Signed by New Member as well as Investigating Committee.
 - New Members DOB **MUST** include Month, Day and Year.
- Audits are to be completed by the Trustees (Sec 814 A) pg. 89. Treasurers need to be present with the Treasurer books, but the Trustees are the only ones who complete the audit. (Secretary Book also required to be at Audit)

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



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





TREASURER: DONATION GUIDE



VFW Auxiliary

Cancer Aid & Research Fund
Pay in MALTA or mail check
payable to:

VFW Auxiliary
406 W. 34th St., 10th Fl.
Kansas City, MO 64111

Health & Happiness for
National Home
Pay in MALTA or mail check
payable to:

VFW Auxiliary
406 W 34th St. 10th Floor
Kansas City, Mo 64111

Young American Creative
Patriotic Art Escrow Fund
Pay in MALTA or mail check
payable to:

VFW Auxiliary
406 W 34th St. 10th Floor
Kansas City, Mo 64111

VFW HQ

VFW Veterans and Military Support
Programs MAP (Military Assistance Program)
Unmet Needs
Veterans and Military Support Program
Mail check payable to:

VFW Headquarters
406 W 34th St 9th Floor
Kansas City, MO 6411

Patriot's Pen Scholarship
Fund
Mail check payable to:

VFW Headquarters
406 W 34th St 11th Floor
Kansas City, MO 64111



Natl. Home
For Children

National Home
(All donations OTHER than Health & Happiness go directly to the National Home ie: Houses,
Life Membership, Bricks, Special Requests ie: Kitchen, Van, Tribute Park, etc.)
Mail check payable to:

National Home for Children
3573 South Waverly Rd
Eaton Rapids, MI 48827

Reminder: Separate Checks **MUST** Be Written For Each Type of Donation.



ROBERT'S RULES OF ORDER

QUICK REFERENCE

TYPES OF MOTIONS

- **Main Motion:** Introduce a new item
- **Subsidiary Motion:** Change or affect how to handle a main motion (vote on this before main motion)
- **Privileged Motion:** Urgent or important matter unrelated to pending business
- **Incidental Motion:** Questions procedure of other motions (must consider before the other motion)
- **Motion to Table:** Kills a motion
- **Motion to Postpone:** Delays a vote (can reopen debate)

EVERY MOTION HAS 6 STEPS

1. **Motion:** A member rises or raises a hand to signal the chairperson
2. **Second:** Another member seconds the motion.
3. **Restate motion:** The chairperson restates the motion.
4. **Debate:** The members debate the motion.
5. **Vote:** The chairperson restates the motion, and then first
6. **Announce the vote:** The chairperson announces the result of the vote and any instructions.

TIP! If the board is in obvious agreement, the chairperson may save time by stating, "If there is no objection, we will adopt the motion to..." Then wait for any objections. Then say, "Hearing no objections, (state the motion) is adopted." And then state any instructions. If a member objects, first ask for debate, then vote, and then announce the vote.

REQUEST POINTS OF SOMETHING

Certain situations need attention during the meeting, but they don't require a motion, second, debate, or voting. It's permissible to state a point during a meeting where the chairperson needs to handle a situation right away. Board members can declare a Point of Order, Point of Information, Point of Inquiry, or Point of Personal Privilege.

Point of Order: Draws attention to a breach of rules, improper procedure, breaching of established practices, etc.

Point of Information: A member may need to bring up an additional point or additional information (in the form of a nondebatable statement) so that the other members can make fully informed votes.

Point of Inquiry: A member may use point of inquiry to ask for clarification in a report to make better voting decisions.

Point of Personal Privilege: A member may use point of personal privilege to address the physical comfort of the setting such as temperature or noise. Members may also use it to address the accuracy of published reports or the accuracy of a member's conduct.

TIPS AND REMINDERS FOR CHAIRPERSONS

Robert's Rules of Order, which is also widely known as parliamentary procedure, was developed to ensure that meetings are fair, efficient, democratic and orderly. A skilled chairperson allows all members to voice their opinions in an orderly manner so that everyone in the meeting can hear and be heard. The following tips and reminders will help chairpersons to run a successful and productive meeting without being run over or running over others.

1. Follow the agenda to keep the group moving toward its goals.
2. Let the group do its own work; don't overcommand.
3. Control the flow of the meeting by recognizing members
4. Let all members speak once before allowing anyone to speak a second time
5. When discussions get off-track, gently guide the group back to the agenda.
6. Model courtesy and respect, and insist that others do the same
7. Help to develop the board's skills in parliamentary procedure by properly using motions and points of order.
8. Give each speaker your undivided attention.
9. Keep an emotional pulse on the discussions.
10. Allow a consensus to have the final authority of the group



ROBERT'S RULES OF ORDER

QUICK REFERENCE, Cont.

Action	What to say	Can speaker be interrupted?	Need a second?	Can this be debated?	Can this be amended?	Votes needed
Introduce main motion	"I move to..."	No	Yes	Yes	Yes	Majority
Amend a motion	"I move to amend the motion by..."	No	Yes	Yes	Yes	Majority
Move item to committee	"I move that we refer the matter to committee."	No	Yes	Yes	No	Majority
Postpone item	"I move to postpone the matter until..."	No	Yes	Yes	No	Majority
End debate	"I move the previous question."	No	Yes	Yes	No	Majority
Object to procedure	"Point of order."	Yes	No	No	No	Chair's decision
Recess the meeting	"I move that we recess until..."	No	Yes	No	No	Majority
Adjourn the meeting	"I move to adjourn the meeting."	No	Yes	No	No	Majority
Request information	"Point of information."	No	Yes	No	No	No vote
Overrule the chair's ruling	"I move to overrule the chair's ruling."	Yes	Yes	Yes	No	Majority
Extend the allotted time	"I move to extend the time by _____ minutes."	No	Yes	No	Yes	2/3
Enforce the rules or point out incorrect procedure	"Point of order."	Yes	No	No	No	No vote
Table a motion	"I move to table..."	No	Yes	No	No	Majority
Verity voice vote with count	"I call for a division."	No	No	No	No	No vote
Object to considering some undiplomatic matter	"I object to consideration of this matter..."	Yes	No	No	No	2/3
Take up a previously tabled item	"I move to take from the table..."	No	Yes	No	No	Majority
* Reconsider something already disposed of	"I move to reconsider our action to..."	Yes	Yes	Yes	Yes	Majority
Consider something out of it scheduled order	"I move to suspend the rules and consider..."	No	Yes	No	No	2/3
Close the meeting for executive session	"I move to go into executive session."	No	Yes	No	No	Majority

*A member may make a motion to reconsider something that was already disposed; however, the reconsidered motion may not be subsequently reconsidered. A motion to reconsider must be made during the same meeting and can extend to a meeting that lasts for more than one day.

990N Form

**Complete the below information and send to our
Department Treasurer
if you would like for her to complete the Auxiliary 990N FOR YOU**

Auxiliary to VFW Post _____
would like for the Treasurer of the Department of Virginia Auxiliary VFW file
their 990-N for the period of **July 1, _____ to June 30 _____.**

We declare that our receipts do not exceed \$50,000.00 for this period.

EIN: _____

Signed by:

Auxiliary Title _____

**Send to Department Treasurer:
Catherine M Graham, Department Treasurer
9691 Lindenbrook St
Fairfax, VA 22031-1132
703-319-0845
cg12dc12@outlook.com**



Who is Who????



Department Officers



**Kathy Voss,
President**



**Susan Dinon,
SVPresident**



**Cara Buckley,
JVPresident**



**Cathy Graham,
Treasurer**



**Vicki Butler,
Secretary**



**Jamie Stewart,
Chaplain**



**Bettina Lane,
Conductor**



**Bonnie Blake,
Guard**



**Betty Gimble,
Chief of Staff**



**Carol Vangi,
6th District
National
Council
& Deputy COS**



Nancy White, Deputy COS

Program Chairmen



**Gayle Meadows,
Americanism**



**Pamela Kotz,
Historian**



**Cara Buckley,
Legislative**



**Dana Rivera,
National Home**



**Bonnie Blake,
Special Project**



**Marian Paxton,
Joint Special Project**



**Johanna Hebert
Buddy Poppy**



**Dinah Doyle,
Hospital**



**Bettina Lane,
Membership**



**Rose Harper,
Scholarship**



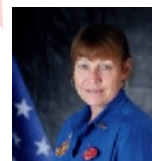
**Judy Lupole,
Vets & Fam Svc**



**Diane Melson,
Youth Act.**



**Carol Vangi & Dawn Kuhn
Outstanding Auxiliary**



SAVE THE DATE

VFW Auxiliary - Department of Virginia 2026-2028

October 17, 2026

Joint Homecoming

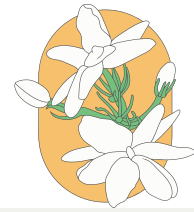
Post 9808 - Mechanicsville, VA



October 22-25, 2026

Southern Conference

Mobile, AL



January 14-17, 2027

VFW and Auxiliary Mid-Winter Conference

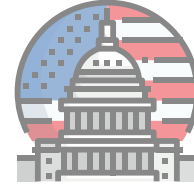
Hotel Madison, Harrisonburg, VA



February 27 - March 4, 2027

Legislative Conference

Washington, DC



April 5-7, 2027

VFW Aux National President Donna Mills Visit

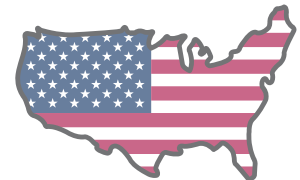
Charlottesville, VA



July 31 - August 4, 2027

National Convention

Milwaukee, WI



March 4-9, 2028

Legislative Conference

Washington, DC



VFW Auxiliary Virginia 2026-2027 Outstanding Auxiliary Requirements

Co-Chairmen:

Carol Vangi cjonesvangi@gmail.com

Dawn Kuhn kuhn@comcast.net

National By-Law Requirements	- Auxiliary Installation report must be received by National headquarters by June 30, 2026. If you enter through MALTA, please provide the information to the Department Secretary. If unable to do through MALTA, please send to the Dept. Secretary by June 15, 2026 for submission. If the installation report is not received by the National headquarters by June 30, 2026 the Department MUST submit request for suspension to allow a mentor to rejuvenate. Sec 806A Auxiliary. TIP: Do not wait until June 30th. Installation reports can be submitted following the installation. - Auxiliary President and Treasurer must be bonded by August 31, 2026. 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, 2026, the Department 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 1st. - District dues must be remitted to the District Treasurer by September 30, 2026 as per National By Laws Section 506 District. - If the President, Treasurer or Secretary are annual members their annual dues must be paid by December 31, 2026. As per National, if dues are not paid by the President, Treasurer or Secretary by January 4, 2027 the Department must submit an email or letter on January 5, 2027 requesting the non-paid Officer be relieved of their position. FYI: Any annual member who does not pay their dues by December 31, 2026 are NO LONGER a member in good standing. Be sure to check those membership cards at your January meeting. - o There will be a drawing at Winter Council 2027 for all Auxiliaries whose officers have dues paid by October 31, 2026.			
Section 814 Trustees Duties, All Levels: Auxiliary Audit Requirements	Quarter: First Second Third Fourth	Month Covered: January, February, March April, May and June July, August, September January, February, March	Audit Completed by: April 30 Annually July 31 Annually October 31 Annually April 30 Annually	Audit must be in the office of the Dept. Treasurer no later than: May 31 Annually August 31 Annually November 30 Annually May 31 Annually
Training	Auxiliary President, Secretary and/or Treasurer must attend either the Department OR District School of Instruction in-person. FYI Although the President, Secretary and/or Treasurer are required to attend one of the SOIs, the SOIs are open to all members.			

	If any required officers are unable to attend, the District President is responsible for certifying to the Department President that an alternate training as been provided.
Sec 810 A Attendance	Assure that the President or their representative attend all properly called District Convention or Meetings. The District Secretary to report to the OA Chairmen immediately after District Meetings/SOI.
Membership	100% Plus 1 Member based on June 30, 2026. Provided all other awards requirements are met, those Auxiliaries that achieve Membership goal by April 30, 2027 will receive their award at Department Convention. Provided all other requirements are met, those Auxiliaries that achieve membership goal by June 30, 2027 will receive their award at their first District meeting of the 2027-2028 year.
Monetary Donations	Pay all required donations as outlined in the Department of Standing Rules. There will be a drawing at Winter Council 2027 for all Auxiliaries who have paid their required donations as outlined in the Department Standing Rules by October 31, 2026.
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: - Americanism - Hospital (In addition to the VA Medical Center Fund the Auxiliary will need to report in at least one item under the Hospital Program) - Veterans and Family Support - AND report in at least three more of the following programs: Buddy Poppy, VFW National Home, Historian/Media Relations, Legislative, Membership, Scholarship and Youth Activities. - Selecting three or more of the above programs gives your Auxiliary the opportunity to select the programs.



VFW Auxiliary Virginia 2026-2027

Americanism Program

Gayle Meadows, Chairman

gmeadows.vfw9808aux@gmail.com

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. How has your Auxiliary promoted flag education, etiquette & respect _____

Number of Members Involved _____ Total Number of Hours Volunteered _____

2. How has your Auxiliary promoted, participated in and/or recognized any patriotic day and/or branch of service birthdays. _____

3. Did your Auxiliary distribute/present American Flags/POW MIA Flags

American Flags _____ POW/MIA Flags _____

4. Number of Patriotic Appreciation Citations, Certificates of Appreciation or Respect for the Flag Citations presented to citizens and/or business in recognition of their displaying the American flag, POW/MIA flag and/or other displays of American pride. _____

5. Americanism POP (Point of Purchase) Display/Sign/Message

Did your Auxiliary place a POP display/sign: YES ____ NO ____ Quantity _____

Where did your Auxiliary place the POP display/sign: _____

Did your Auxiliary place a POP message on social media? YES ____ NO ____ Quantity _____

Which social media did your Auxiliary use for the POP message? _____

Comments/Notes: _____



VFW Auxiliary Virginia 2026-2027

Buddy Poppy Program

Johanna Hebert, Chairman
johannahebertvfw@gmail.com

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. Did your Auxiliary participate in a VFW “Buddy” Poppy Drive with or without your VFW Post. _____

If so, how many members were involved? _____

If so, how much money was raised? _____

If so, how many VFW “Buddy” Poppy Poppies were distributed. _____

2. Did your Auxiliary that participated in the VFW “Buddy” Poppy Display Contest _____

Comments/Notes: _____



VFW Auxiliary Virginia 2026-2027
Historian/Media Relations Program

Pam Kotz, Chairman

pamelakotz067@gmail.com

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. Does your Auxiliary communicate quarterly with each of your members via email, mail, text, or phone call? _____

2. Does your Auxiliary have a Facebook page or website with or without your VFW Post?

With _____ Without _____

3. Has your Auxiliary held a Media Relations “how to” training to educate your members about MALTA, email, navigating Facebook and other Social Media? _____

Comments/Notes: _____



VFW Auxiliary Virginia 2026-2027

Hospital Program

Dinah Doyle, Chairman
n2runn1@yahoo.com

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. Number of Auxiliary members that volunteered at any VA and/or non-VA medical facility (VFW Auxiliary members to be counted one time only per year). _____

2. Total number of hours that VFW Auxiliary members volunteered at any VA and/or non-VA medical facility. _____

3. Total number of hours that Sponsored Volunteers and/or students volunteered under the VFW Auxiliary sponsorship and supervision at any VA and/or non-VA medical facility.

4. Did your Auxiliary promote, participate in, host or co-hosted any activity with or without your VFW Post? _____

5. Total dollar amount spent on all Hospital Program related items and/or projects.

Comments/Notes: _____



VFW Auxiliary Virginia 2026-2027

Legislative Program

Cara Buckley, Chairman
cbuckley.aux@vfwva.org

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. Has your Auxiliary promoted, participated in, and/or hosted or co-hosted activities regarding the VFW Priority Goals with or without their VFW Post. _____
2. Has your VFW Auxiliary members contacted their legislators on veterans' issues by any means (ex: emails, letters, postcards, phone calls, etc.) _____
3. Number of VFW Auxiliary members who attended events where they could interact with legislators. (Ex. Legislative conferences, town halls, meet & greets, etc.) _____

Comments/Notes: _____



VFW Auxiliary Virginia 2026-2027

National Home Program

Dana Rivera, Chairman

dkrivera61@gmail.com

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. Has your VFW Auxiliary promoted the VFW National Home _____

2. Did your VFW Auxiliary promote the VFW National Home Helpline _____

3. Has your VFW Auxiliary and/or members purchased a life membership? If so, how many? _____

4. Has your VFW Auxiliary and/or members purchase a VFW National Home Tribute Brick? If so, how many? _____

Comments/Notes: _____



VFW Auxiliary Virginia 2026-2027

Scholarship Program

Rose Harper, Chairman

rose.e.harper09@gmail.com

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

Continuing Education Scholarship Contest

1. Has your VFW Auxiliary promoted the National Continuing Education Scholarship Contest (ex.: Distributed applications, publicized or promoted the scholarship)? _____

Young American Creative Patriotic Art Contest

2. Has your VFW Auxiliary promoted the National Young American Creative Patriotic Art Contest? _____

3. Number of students that submitted art entries to your VFW Auxiliary for judging? _____

4. Number of art entries submitted to the Department for Judging? _____

3-Dimensional Patriotic Art Contest

5. Has your VFW Auxiliary promoted the National 3-Dimensional Patriotic Art Contest? _____

6. The number of students that submitted art entries for judging _____

7. The number of art entries submitted to the Department for judging. _____

VFW Scholarships

1. Has your VFW Auxiliary assisted your VFW Post in promoting or conducting the VFW National Patriot's Pen Essay Contest? _____

2. Has your VFW Auxiliary assisted your VFW Post in promoting or conducting your VFW Post in promoting or conducting the VFW National Voice of Democracy Audio Essay Contest? _____



VFW Auxiliary Virginia 2026-2027
Veterans and Family Support Program

Judy Lupole, Chairman
luvedale88@verizon.net

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. Has your VFW Auxiliary promoted, participated in, hosted or co-hosted with your VFW Post for any VFW Program. (Ex. Disaster Relief, National Veterans Service (NVS), Veterans & Military Suicide Prevention and Mental Health awareness. _____)

2. Has your VFW Auxiliary provided direct aid to veterans, service members and/or their families. (Ex. Meals, transportation, cards, packages, donations, etc.) _____

3. Approximate number of veterans, service members and/or their families assisted.

4. Total monetary donations and/or value of donations and goods/services provided to veterans, service members and/or their families. _____

Comments/Notes: _____



VFW Auxiliary Virginia 2026-2027 Youth Activities Program

Diane Melson, Chairman

dmelsonvfw9808@aol.com

7832 James Blair Lane, New Kent, VA 23124

Phone: 703-314-3809

Name: _____ Phone: _____

Email: _____

District: _____ Auxiliary _____ Date of Report: _____

1. Number of Youth Groups your VFW Auxiliary worked with. _____ How? _____

2. Number of youths that your VFW Auxiliary worked with. _____ How? _____

3. The number of: Youth Groups Supporting Our Veterans Citations Awarded. _____

Patriotic Youth Awards _____ Acts of Kindness Certificates _____ RAP Cards _____

4. Has your VFW Auxiliary participated in Patriotism through Literacy. _____

5. The number of books donated in participation of Patriotism through Literacy. _____

6. Has your VFW Auxiliary promoted the Illustrating American Art Contest. _____

7. The number of students that submitted art entries to your Auxiliary for judging. _____

8. The number of entries submitted to the Department for judging. _____

9. Did your Auxiliary host an awards ceremony to recognize awardees and participate in the Illustrating America Contest? _____

10. Total dollar amount and/or value of awards presented by your VFW Auxiliary to participants. _____

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	\$	\$		\$
TOTAL BALANCE	\$	\$	\$	\$

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: \$ _____
TOTAL		

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

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__

FUND	CASH BALANCE LAST REPORT	RECEIPTS	DISBURSEMENTS	CASH BALANCE THIS REPORT
GENERAL FUND	\$ _____	\$ _____	\$ _____	\$ _____
OTHER FUND	\$ _____	\$ _____	\$ _____	\$ _____
TOTALS	\$ _____	\$ _____	\$ _____	\$ _____

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 MONIES PROPERLY ACCOUNTED FOR. **AUDITED THIS DATE:** _____, 20__.

TRUSTEES: _____ 1st Year

_____ 2nd Year

_____ 3rd Year

Cathy Graham
9691 Lindenbrook St
Fairfax, 22031-1132
cg12dc12@outlook.com

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 online at www.vfwauxiliary.org/resources.

Membership Brochure (includes application)



Fact Sheet



Patriotic Art Brochure (includes application)



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 (includes application)

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 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 or by calling 1.833.VFW.VETS.

Revised 09/2019