



## *American Legion Auxiliary*

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### WHY ANNUAL REPORTS?

Each year we are asked: “Why annual reports? Are they important? Are they used?”

**YES, YOUR REPORTS ARE MOST IMPORTANT AND USED IN A NUMBER OF WAYS.**

1. Did you know that it is the annual reports that record the activities and accomplishments of the Units within the American Legion Auxiliary and is the **ONLY RECORD** that is available of what has been done by our Units, the Districts and the Departments?
2. Every Unit’s activities - no matter how much or how little - make up the record of what almost one million women have done in service to others. Every little bit helps to reflect the true picture of the programs carried on throughout the organization.
3. Unit reports are used to compile the Districts, Department and National reports for the year.
  - a) District reports are used to show what has been accomplished within a District for the year. Each District shares the information it receives with all of its Units via a District Book of Annual Reports. This is an excellent source of information and ideas for the Units.
  - b) At the Department we compile the Book of Annual Reports that each Unit receives, giving all the Units a chance to see what programs and projects are being carried on in the Department by our Units. It serves as a sharing type of communication.
  - c) Our National organization also compiles a Book of Reports, recording the sum total of all the activities and programs as carried on by the over 8,000 Units in the American Legion Auxiliary. This book is made available to each delegate who attends the National Convention to take home and share with other members of the Department.
4. Our National organizations - both The American Legion and Auxiliary - must report to Congress and the Veterans Administration each year as to what our organizations have done. The information that is used for these reports is taken from the annual reports that are received.
5. The National American Legion uses these reports to lobby Congress for veterans’ benefits and other issues that we are concerned and involved with as an organization. The facts and figures used are taken from the annual reports.

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6. The American Legion, Department of Minnesota, uses the facts and figures, programs and activities, as reported in the annual reports when testifying before our Minnesota Legislature when supporting or proposing legislation on behalf of our veterans and their families. The information provided in the Unit annual reports is invaluable.
7. Reports also advise the Chairmen as to where our strong points are; where our weak points are; and where more help needs to be given. They serve as a guide for future programs and planning.

These are just a few reasons why reports are important. Your Unit's reports are **USED!**

This year we are encouraging every Unit to report on the things they do for our veterans, their families and our children. Please include a short paragraph with the reports of the programs your Unit is active in. We hear of so many wonderful things being done. You may not think it is worth reporting but it may give another Unit some ideas on how they can update their programs.

We would also like to hear how your junior members are included in some of the other programs by your Unit. Do they make tray favors, bake cookies, visit veterans, babysit for military families, help with veteran's dinners, distribute poppies, etc?

Consider entering a competition for a plaque or award this year. Don't think you are just a small Unit and you can't compete against the large Units. Think again! **You make a difference!** Where would the people you serve be without you? It's not the size of the Unit, it is the impact you make on other peoples live. Blow your horn. Tell your story. Be proud of your activities and accomplishments. You are the backbone of the American Legion Auxiliary.

Please be sure to fill in the Service to Veterans log sheet for members individual hours. These are recorded into a data base at the Department Office. This information is available to all members and Units.

Let's hear from every Unit and have 100% reporting this year, showing Congress, the VA, our own Minnesota Legislators and our veterans what we do in service to others.