The American Legion
Department of Oregon
2020-2021

Trophy & Awards
Questionnaires
2020-2021
TROPHY AND AWARDS QUESTIONNAIRE

DO NOT SEND IN BLANK QUESTIONNAIRES

INSTRUCTIONS TO POST
Attached are the Questionnaires for the 2020-2021 Department Trophy & Awards given out at the Department Convention. Please Fill out only the questionnaires pertaining to your Post. The instructions are on each questionnaire.

Do not send questionnaires that are blank.

Please pay attention to the DUE dates on each and every questionnaire - they are all different.

- May 1, 2021, Two questionnaires are DUE to Department
  - Legionnaire of the Year
  - Unity Award

- The Post History Book is DUE Noon Thursday, June 2021 at the State Convention.

- Some questionnaires are DUE on May 15, 2021, and others are DUE on June 1, 2021.
LIST OF QUESTIONNAIRES

1. AMERICANISM
2. BOYS STATE
3. BLOOD DONOR PROGRAM
4. SCOUTS BSA
5. CUB SCOUTS
6. OLDER SCOUTS
7. COMMUNITY SERVICE
8. JUNIOR MARKSMANSHIP
9. LEGIONNAIRE OF THE YEAR
10. PUBLIC RELATIONS
11. RITUAL TEAM
12. COLOR GUARD
13. HONOR GUARD
14. ADJUTANT OF THE YEAR
15. HISTORY BOOK
16. BACK TO GOD
17. SERVICE OFFICER OF THE YEAR
18. REHABILITATION
19. HUNTER SAFETY
20. VETERANS - GREnda, LEBANON, PANAMA & PERSIAN GULF
21. TEACHER OF THE YEAR
22. CHILDREN AND YOUTH NARRATIVE
23. CHAPLAIN OF THE YEAR
24. POST NEWSPAPER
25. THE UNITY AWARD
26. LEGION RIDER OF THE YEAR
27. LEGION RIDER CHAPTER OF THE YEAR

If you have any questions please contact Judy Johnston Trophy & Awards Chairperson 503-481-0425 or e-mail littlessgt@aol.com. OR call the Department Office 503-685-5006
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 1 - AMERICANISM

COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2021.

Please Print or Type

Post Name ___________________________  Post No. ____________

Number of members in Post: ________  Date: ________________

1. Were American Legion School Award medals presented by Post?  Yes ___ No ___
   How many to: Senior HS ___  Junior HS ___  Elementary ___  Total ______

2. Did the Post sponsor an “Oratorical Contest?”  Yes ___ No ___
   a. How many contestants participated in local contest? ______
   b. Did winner advance into contests in District Contest: Yes ___ No ___
      How many ___
      Area: Yes ___ No. ___  State: Yes ___ No ___  National: Yes ___ No ___

3. Did the Post conduct a campaign on Flag Education?  Yes ___ No ___
   a. Were there any Flag presentations?  Yes ___ No ___  How many ______
   b. Did the Post provide any Flags?  Yes ___ No ___  To schools ______
      Parks ____, Cemeteries ____, Hospitals ____, Public Buildings ____, etc. ______

4. Did your Post sponsor a Flag placement and removal program in your Community?
   Holidays Yes ___ No ___  Street Display Yes ___ No ___
   Cemetery Flags Yes ___ No ___

5. Did Post sponsor and/or participate in Patriotic observances?  Yes ___ No ___
   Independence Day ____,  Veterans’ Day ____ , President’s Day ____ , Thanksgiving ____,
   Flag Day ____ , Christmas _____ , Legion Birthday ____ , Memorial Day _____,
   Oregon Statehood Day ____, Others not listed ______.

6. Did the Post participate in the Scouting Program?  Yes ___ No ___
7 Did the Post observe “American Education Week”?  Yes ____ No ____

8 Did the Post participate in Boys State Program?  Yes ____ No ____

9 Did the Post participate in the Halloween Safety Program?  Yes ____ No ____

10 Did the Post participate in the Junior Shooting Sports Program?  Yes ____ No ____

11 Did the Post participate in Law Enforcement Career Camp Program?  Yes ____ No ____

Please describe the programs that the Americanism activities your Post has done above.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Attachment additional sheets if necessary. Show Post number, Questionnaire title and item number from this page to which the additional information applies. BE SURE to index your supplemental sheets and place them in same order as preceding questions.

Commander __________________________  Adjutant __________________________

Signature __________________________  Signature __________________________

TROPHIES TO BE PRESENTED
Posts 15 to 100
Posts 101 to 250
Posts 251 to 500
Posts 501 to 750
Posts 751 and up

Judged and presented by Americanism Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 2 – BOYS STATE PROGRAM

COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2021.

Please Print or Type

Post Name ___________________________ Post No. __________

Number of members in Post: _________ Date: ________________

1. How many boys did your Post send to Boys State? _________
   A. How many boys did your Post sponsor? _________
   B. How many boys had outside sponsorship? _________

2. List names of outside sponsors:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

3. List all available schools in your area: Did your Post contact them?
   A: __________________________ Yes ___ No ___
   B: __________________________ Yes ___ No ___
   C: __________________________ Yes ___ No ___
   D: __________________________ Yes ___ No ___
   E: __________________________ Yes ___ No ___

4. List the school faculty member(s) contacted in person by your Post committee.
   School A __________________________
   School B __________________________
   School C __________________________
   School D __________________________
   School E __________________________

5. Were your boys interviewed by your Post committee prior to selection? Yes ___ No ___

6. Did your Post request the services of school counselors to help in selecting the boys?
   Yes ___ No ___
7. What criteria is used to select your boys? (Class standing, School leadership, Community Involvement, School, City, etc. ____________________________________________

8. How many boys wrote letters of appreciation to their sponsors? ________

9. Does your Post have an orientation program to provide information to the boys?
   Yes ___ No ___
   A. How many boys attended? _____  B. How many parents attended? _____
   C. Post Representative? _____  D. Outside Sponsors? _____
   E. Others? _____

Number 2 Boys State Program

Page 2

10. Does your Post have a recognition program for the Boys? Yes ___ No ___
    A. Which of the following were invited to attend and how many did attend?
       1. Sponsors Yes ___ No ___ Number Invited ___ Attended _____
       2. School Officials Yes ___ No ___ Number Invited ___ Attended _____
       3. Community Leaders Yes ___ No ___ Number Invited ___ Attended _____
       4. Media Yes ___ No ___ Number Invited ___ Attended _____
       5. Family Yes ___ No ___ Number Invited ___ Attended _____
       6. Post Members Yes ___ No ___ Number Invited ___ Attended _____
       7. Others (List) Yes ___ No ___ Number Invited ___ Attended _____

   Total in attendance _______

11. Did any of your Citizens get elected to a Boys State Office” Yes ___ No. ___
    Name: ___________________________ Office Elected to ___________________________
    Name: ___________________________ Office Elected to ___________________________

12. List your Citizens selected as Junior Counselors:
    ________________________________
    ________________________________
    ________________________________
    ________________________________
13. Did one of your Citizens get selected to go to Boys Nation? Yes ___ No ___
Name ____________________________________________

14. How many Legionnaires from your Post attended or visited Boys State? _______

Commander ___________________________ Adjutant: ___________________________

Signature .................................. Signature ..................................

TROPHIES TO BE PRESENTED

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<thead>
<tr>
<th>Posts</th>
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<tr>
<td>15 to 150</td>
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<tr>
<td>151 to 500</td>
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<tr>
<td>501 and up</td>
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</tbody>
</table>

TROPHIES PRESENTED AT BOYS’ STATE

- Bob Holmes Leadership Award
  To the Counselor identified as the inspirational leader
- Bob Fawcett JC Leadership Award
  To the Junior Counselor displaying leadership, personal skills, and responsibility
- Grady Bourell Award
  To the Senior Counselor displaying futuristic leadership, while exemplifying the spirit of the program.
- Governor
  Elected by Citizens
- First Citizen
  Selected by Staff
- Boys Nation Representative (two)
  Selected by Staff

**Note:** Add additional pages as necessary to complete any of the above questions. You are encouraged to submit any information about your sponsorship and participation concerning this program that you have available. Samples of additional information might include any of the following:
- Copies of published articles in local papers (to include pictures).
- Copy of Citizen letter of appreciation to sponsor
- Copy of recognition letter or certificates provided to sponsors by Post
- Photographs that support recognition of program
- List of participants for Orientation and/or Recognition programs.
- Award presentations at School, City Hall, etc.

**Judged and presented by:** Boys State Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 3 – BLOOD DONOR

COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2021.

Please Print or Type

Post Name ___________________________ Post No. __________
Number of members in Post: _______ Date: ______________

BLOOD DONOR SERVICE TROPHY

1. Number of Blood Drives Hosted/Co-Hosted by Post?

<table>
<thead>
<tr>
<th>Date</th>
<th>No. Prospective Donors</th>
<th>Productive Units collected</th>
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<tbody>
<tr>
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</tbody>
</table>

2. Number of Post and Unit members who:

A. Gave Blood _______

B. Worked in Donor Centers doing escort service, greeting/registering/recording?

Refreshment service and who provided cookies, posted signs, advertised?

Assisted in loading and unloading supplies and equipment. ______________

________________________________________

1
3. Number of man hours of service donated to The Blood Program by Post and Unit Members. __________

4. Total number of miles traveled Legion/Auxiliary and/or donor. __________

Attest: Commander __________________________ Adjutant: __________________________

Signature __________________________ Signature __________________________

**Category of Post Size**

Category 1: Posts with membership 15-150
Category 2: Posts with membership 151-300
Category 3: Post with membership 301-450
Category 4: Posts with membership 451-and UP

Judged and presented by: National Security Commission
Blood Donor Program
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 4 – SCOUTS BSA PROGRAM

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name ____________________________ Post No. ____________

Number of members in Post _______ Date ________________

SCOUTS BSA PROGRAM AWARD: TROOP # __________

This Award for the most outstanding Scouts BSA Troop will be granted to the Post whose Troop shows the greatest accomplishment during the current year on the following basis.

Make out a separate report for each troop the Post sponsors.

Did the Post sponsor a Scouts BSA Troop this year? Yes ____ No ____

What is the Troop Number? ______

1. TRAINING: Has the Scoutmaster had both S11 Outdoor Experience and Scouts BSA Scoutmaster training? Yes ____ No ____

   Is the Scoutmaster Wood Badge trained? Yes ____ No ____

   Are all registered adults Youth Protection trained? Yes ____ No ____

2. LEADERSHIP: Does the Troop have one or more Assistant Scoutmasters registered, trained and active? Yes ____ No ____

3. OUTDOOR ACTIVITIES: Did the troop conduct six highlight activities (such as hikes, campouts, trips, tours, etc.) and attend a Boy Scout of America long term camp?

   Yes ____ No ____

4. ON TIME CHARTER RENEWAL: Did the troop renew its charter on time as required by the Council timeline? Yes ____ No ____
5. PLANNED PROGRAM: Did the Troop Patrol Leaders Council conduct an annual program planning conference, publish an annual Troop program calendar and present it to all the parents at a family activity? Yes _____ No _____

6. SERVICE PROJECT: Did the Troop conduct a service project this year, preferably for the chartered organization or community? Yes _____ No _____

7. BOYS LIFE: What was the percentage of Scouts receiving Scouts Life Magazine?
   Percent ______

8. MEMBERSHIP: Did the Troop have an increase in membership this year? Yes _____ No _____
   Number of Scouts at the beginning of the year _____  Number of Current Members ______

9. PATROL METHOD:
   Did the Troop conduct Troop Junior Leader Training as outlined in the Scoutmasters Handbook and hold Monthly Patrol Leaders Council meetings? Yes _____ No _____

10. PARTICIPATION: Did the Troop participate in any Council or District Activities, such as Camporee?
    Yes ___ No,____

    PROVIDE NARRATIVE
    USE EXTRAS SHEETS AS NECESSARY

    ____________________________________________
    ____________________________________________
    ____________________________________________
    ____________________________________________
    ____________________________________________
    ____________________________________________
11. FINANCIAL SUPPORT: Did the post provide financial support for the Troop?
   Yes _____ No _____ Please provide amount $ __________

Commander ___________________________  Adjutant ___________________________
   Signature                           Signature

Judged and presented by Boys Scout Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 5 – CUB SCOUT PROGRAM

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2021.

Please Print or Type

Post Name ___________________________ Post No. ___________
Number of members in Post _______ Date _________________

CUB SCOUT PROGRAM

This award for the most outstanding Cub Scout Pack will be granted to the Post whose pack shows the greatest accomplishment during the current year on the following basis.

Make out a separate report for each pack the Post sponsors.

Did the Post sponsor a Cub Scout Pack this year? Yes ____ No ____
Pack Number ______________________

1. TRAINING: Has the Cubmaster and at least 50 percent of the Den Leaders and Webelos Den Leaders taken CD19 Position Specific online training for their current positions? Yes _____ No _____

   Have all registered adults passed Youth Protection training? Yes _____ No _____

2. LEADERSHIP: Does the pack have one or more Assistant Cubmaster (s) registered, trained and active? Yes_____ No _____

3. OUTDOOR ACTIVITIES: Did the pack participate in one or more of the following experiences: Scout Day Camp, Resident Camp, Family Camp, Weblos Den overnights and/or other activities conducted or approved by the District or Council? Yes ___ No ____

4. ON TIME CHARTER RENEWAL: Did the pack complete its charter renewal on time as required by the Council timeline? Yes _____ No _____
5. PACK MEETINGS: Did the pack hold at least nine pack meetings this year, including at least one during the summer? Yes ___ No ___

6. TIGER CUBS: Did the pack have a Tiger Cub Den in the pack? Yes ___ No ___

7. FAMILY PACK:
   Did the pack BECOME A Family Pack recruiting girls into the pack? Yes ___ No ___

8. MEMBERSHIP: Did the pack have an increase in membership this year? Yes ___ No ___
   Number of Cubs at the beginning of the year ________
   Number of current members ________
   Number of girls that joined___________

9. FINANCIAL SUPPORT: Did the Post provide financial support to the Pack?
   Yes ___ No ___
   Please provide amount $ __________

PLEASE PROVIDE NARRATIVE OF ACTIVITIES – USE ADDITIONAL SHEETS IF NECESSARY

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
NOTE: FORMS WITHOUT THE REQUIRED SIGNATURES OR INCOMPLETE SUBMISSION WILL NOT BE CONSIDERED

Attest:
Commander __________________________ Adjutant __________________________

Signature                                        Signature

__________________________                  __________________________
Printed Name                               Printed Name

Questionnaire to be evaluated by the Department Boy Scout Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 6 – OLDER SCOUT PROGRAM (OSP) AWARD
(Varsity Team, Venture Crew, Sea Scout Ship or Explorer Post)

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2021.

Please Print or Type

Post Name ___________________________   Post No. ___________
Number of members in Post _______   Date _______________

OLDER SCOUT PROGRAM AWARD

This award for the most outstanding Older Scout Unit will be granted to the Post whose Older Scout Unit shows the greatest accomplishment during the current year on the following basis.

Make out a separate report for each OSP Unit the Post sponsors.

Did the Post sponsor an OSP Unit this year?   Yes ____ No.____

Type of Unit ________   Unit No.________

1. TRAINING:
   Has the unit leader completed the appropriate Fast Start and Basic Leader Training?
   Yes ____  No.____
   Have all registered adults completed Youth Protection Training? Yes ____ No____

2. LEADERSHIP:
   Does the OSP Unit have one or more assistants registered, trained and active?
   Yes ____ No.____
   If the OSP unit is coeducational, does the unit have at least one female adult assistant
   registered trained and active? Yes ____ No ____
3. OFFICERS:
   Did the OSP Unit elect officers and an officer’s seminar held? Yes ___ No ___

4. ON TIME CHARTER RENEWAL:
   Did the OSP unit renew its charter on time as required by the Council timeline?
   Yes ___ No ___

5. SUPERACTIVITIES:
   Did the OSP Unit conduct an annual super activity (such as a major trip, activity or project)
   requiring advanced planning and promotion? Yes ___ No ___

6. PROGRAM:
   Did the OSP Unit conduct a minimum of two meetings or activities each month?
   Yes ___ No ___

7. SERVICE PROJECT:
   Did the OSP unit conduct a service project this year, preferably for the chartering organization or community? Yes ___ No ___

8. OPEN HOUSE:
   Did the OSP unit conduct an annual open house or other effort to recruit new members?
   Yes ___ No ___

9. MEMBERSHIP:
   Did the OSP unit have an increase in membership this year? Yes ___ No ___
   Number of members at the beginning of the year _______
   Current member number _______

10. OSP UNIT COMMITTEE:
    Did the OSP unit have an adult committee of at least three members who were registered,
    trained, and active and met at least four times this year? Yes ___ No ___
11. FINANCIAL SUPPORT:

Did the Post provide financial support to the OSP unit? Yes ____ No ____
Please provide amount $ ______________

NARRATIVE OF OLDER SCOUT UNIT ACTIVITIES
USE ADDITIONAL SHEETS IF NEEDED

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

NOTE: FORMS WITHOUT THE REQUIRED SIGNATURES OR INCOMPLETE WILL NOT BE CONSIDERED.

Attest:
Commander ___________________________ Adjutant ___________________________
Signature ___________________________ Signature ___________________________
Printed Name ___________________________ Printed Name ___________________________

Questionnaire to be evaluated by the Department Boy Scout Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 7 – COMMUNITY SERVICE

COMPLETED FORM DUE AT DEPARTMENT BY JUNE 1, 2021.

Please Print or Type

Post Name ________________________________ Post No. ____________
Number of members in Post _________ Date _________________

1. Did the Post support any community fund drive? Yes _____ No _____
   Examples: Red Cross, United Appeal, Heart Fund, March of Dimes, Cancer Society,
   Muscular Dystrophy, Handicapped Children’s Education, etc.

   How were these drives supported by the Post?
   Explain:
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   Hours _____ Miles _____

2. Did the Post participate in any safety campaign or program? Yes _____ No _____
   Examples: Safety Council, First Aid Course, Home Safety Campaign, Fire Prevention,
   School Safety Patrol, etc.

   In what capacity did the Post function?
   Explain:
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________

1
3. Did the Post sponsor Legion Baseball? Yes ____ No ____
   Did the Post sponsor any other Baseball Program? Yes ____ No ____
   Explain: ____________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

4. Did the Post support or sponsor a Squadron of Sons of The American Legion?
   Yes _____ No _____

5. Did the Post support or sponsor one of the following Youth organizations?
   Scouting Troops, Boys Clubs of America, Future Farmers of America, 4-H Club, etc.
   Yes _____ No _____

6. Did the Post participate in local elections? Yes _____ No _____
   Examples: Registration, Get-Out-The-Vote campaign, Non-partisan Political
   Information meetings, Transportation to polls, etc.
   Explain: ____________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   Hours ________ Miles ________

7. Did the Post support any community Holiday activities? Yes _____ No _____
   Example: Street Decoration, House decoration contest, Easter Egg Roll, etc.

8. Was a Marksmanship program sponsored by the Post? Yes _____ No _____
   **Note:** If answer is **YES**, fill out Questionnaire No. 8 ‘Junior Marksmanship.”

9. Were Post Facilities available for activities designed to create harmonious community
   “Spirit”? Yes _____ No _____
10. Has the Post participated in Community Enhancement projects? Yes ____ No ____
   Explain:_________________________________________________________________________
   ________________________________________________________________________________
   Hours __________ Miles Traveled ___________ Money $ ___________

11. Visitations and Contributions to hospitals and institutions? Yes ____ No ____
   Explain:_________________________________________________________________________
   ________________________________________________________________________________
   Hours __________ Miles Traveled ___________ Money $ ___________

12. Improved firefighting equipment? Yes ____ No ____
   Explain:_________________________________________________________________________
   ________________________________________________________________________________
   Hours __________ Miles Traveled ___________ Money $ ___________

13. Has the Post supported any other community Project? Yes ____ No ____
   Explain:_________________________________________________________________________
   ________________________________________________________________________________
   Hours __________ Miles Traveled ___________ Money $ ___________

Please provide: Total Hours ________________
   Total Miles Traveled ___________
   Total Expenses $ ________________

Attach: Additional sheets indicating Post Number, Questionnaire title, and Number, and the item number from this page to which the additional information applies. BE SURE to index your supplemental sheets and place them in same order as questions.
Commander ______________________  Adjutant ______________________
Signature ______________________  Signature ______________________

AWARDS TO BE PRESENTED

Posts 15 to 100
Posts 101 to 250
Posts 251 to 500
Posts 501 to 750
Posts 751 and up

ALL QUESTIONS MUST BE ANSWERED WITH AN EXPLANATION AS WELL AS YES OR NO. ANY QUESTIONS HAVING A YES OR NO ONLY WILL NOT BE CONSIDERED TOWARDS THE AWARD.

Judged and presented by: Trophies & Awards Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 8 – JUNIOR MARKSMANSHIP

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name _______________________________ Post No. __________
Number of members in Post _______ Date _________________

1. How many Legionnaires of your Post regularly participate in this program? 
   Number ______

2. How many Juniors benefited from this program in the past year? 
   Number ______

3. Do you sponsor a regular team which fires in competition with other teams? 
   Yes _____ No _____
   a. Is the team chartered with the NRA? Yes _____ No _____
   b. How many on your team? Number _______

4. List any Awards or Trophies won by the team as a Unit:

   __________________________________________________________________________

   __________________________________________________________________________

5. List Awards or trophies won by members of the Team as individuals and give name of 
   Winner and specify Award or Trophy won:

   Trophy/Award __________________________ Name __________________________

   Trophy/Award __________________________ Name __________________________

   Trophy/Award __________________________ Name __________________________

6. Did Post support “FIREARMS INSTRUCTION”? Yes _____ No _____

   Explain in what capacity and extent:

   __________________________________________________________________________

   __________________________________________________________________________
a. Air Gun Instruction  Yes _____ No _____

b. Did the Post sponsor a Gun Safety Class? Yes _____ No _____

7. If the above questions do not seem applicable in your case, write your own explanation of the MARKSMANSHIP program carried on or sponsored by your Post.

Commander ___________________________ Adjutant: ___________________________
  Signature                                  Signature

Two Awards:

Posts 15 – 500
Posts 500 and Up

Judged and presented by: Junior Shooting Sports Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 9 – DISTINGUISHED LEGIONNAIRE OF THE YEAR

COMPLETED FORM DUE AT DEPARTMENT NO LATER THAN MAY 1, 2021.

Please Print or Type

Post Name ____________________________ Post No. __________
Number of members in Post ________ Date ______________

ELIGIBILITY: Any Legionnaire who is a member in good standing of any Post in the Department of Oregon.

AWARD: Selection to be made solely on merit for service during the current year.

Nominations should present a well-rounded narrative on behalf of the nominee providing clear, enough, and convincing rationale as to why the nominee warrants being the recipient of this prestigious Department Award.

Which of the following four pillars of the American Legion were involved in your nominee’s work for the American Legion? (You may check more than one)

( ) Veterans Affairs & Rehabilitation  ( ) National Security
  ( ) Americanism  ( ) Children and Youth

Name of Nominee: ____________________________ Post No. ________ District No. ___
Address __________________________________ City __________ Zip code ______

Please include any media information, letters of support, or community recognition if applicable. Please use additional pages as necessary in your narrative. Specific information carries the most weight.

I (we) submit this nomination for the following reasons: ______________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________
Signed ________________________________

Signed ________________________________

Member(s) of Post Number ____________

(NOMINATIONS MAY BE MADE BY ANY POST, LEGION ORGANIZATION, OR BY AN INDIVIDUAL OREGON LEGIONNAIRE.)

Judged and presented by Past Department of Oregon Commanders
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 10 – PUBLIC RELATIONS

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name ___________________________ Post No _____________
Number of members in Post: _________ Date ________________

1. Does Post hold membership in community service organizations?  Yes _____ No _____

   Indicate: Youth Recreation Committee ____________________________.
   Chamber of Commerce ____________________________.
   Safety Council ____________________________, etc. List other, if any: ____________________________

2. What has the Post done to PUBLICIZE its activities through TV _____, Radio _____,

   Newspapers _____, Billboards _____, Other _____, etc.?

   Please give details.

   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

3. Does Post participate in Community Festivities and Celebrations?  Yes _____ No _____

   Such as: Pageants _____, Rodeos _____, Fairs _____, Parades _____, etc.
Please list


4. Please attach additional sheets showing Questionnaire number, Post number, Title, and Item the number from this page to which the information applies.

Commander ___________________________ Adjutant: ___________________________
  Signature                              Signature

PUBLIC RELATIONS AWARD

Category 1: Posts with membership 15-150.
Category 2: Posts with membership 151-300.
Category 3: Posts with membership 301-450.
Category 4: Posts with membership 451 and more.

Judged and presented by the Public Relations Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 11 – RITUAL TEAM AWARD

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2021.

Please Print or Type

Post Name ____________________________ Post No. ____________

Number of members in Post ____________ Date ________________

1. How many members on your team? Number ______

2. Does the Team have uniforms? Yes_____ No _____ (not necessarily required)

3. Do they all have their parts memorized? Yes _____ No _____ If not, how many do?
   Number ______

**ACTIVITY:** State the number of performances since June 1, 2020, in each of the following categories:

4. Initiations __________

5. Installations __________

6. Post Everlasting __________

7. Funerals __________

8. Flag Disposal __________

9. Flag Raising/Lowering __________

10. Parades __________

11. Other Public Appearances __________

Commander ___________________________ Adjutant: ___________________________
   Signature __________________________ Signature ___________________________

AWARDS

Posts 15 to 500
Post 501 and up

Judged and presented by the Trophies and Awards Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 12 – COLOR GUARD TROPHY

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name ___________________________ Post No. _______________
Number of members in Post _________ Date: ________________

1. How many members on your team? _______

2. Does the Team have uniforms? Yes ___ No ___ (not necessarily required)

   ACTIVITY: State the number of performances since June 1, 2019 in each of the following categories:

   3. Post Everlasting __________

   4. Funerals __________

   5. Flag Disposal __________

   6. Flag Raising/Lowering __________

   7. Parades __________

   8. Other Public Appearances __________

Color Guard
Post 15 to 500
Post 501 and up

Commander ___________________________ Adjutant ___________________________
Signature ___________________________ Signature ___________________________
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 13 – HONOR GUARD TROPHY

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2021.

Please Print or Type

Post Name __________________________ Post No. __________
Number of members in Post ______ Date ________________

1. How many members on your team? ______

2. Does the Team have uniforms? Yes ___ No ___

ACTIVITY: State the number of performances since June 1, 2020 in each of the following categories:

3. Post Everlasting __________

4. Funerals __________

5. Other Public Appearances __________

Qualifications:
Must have an active Honor Guard, versed in Military Graveside Services, rifle volleys, flag folding and presented.
Honor Guard must be able to field a seven (7) man rifle squad with squad leader properly trained and uniformed to represent The American Legion properly.
Must provide graveside services to any Veteran requested by a licensed funeral
Directions.
Providing ceremonial Flag services for other organizations should also be considered part of the duties of an Honor Guard.

Commander ________________________ Adjutant: ________________________

Signature __________________________ Signature __________________________

HONOR GUARD AWARD

15 – 500
501 and up

Judged by: Three (3) Legionnaires chosen by Department Commander
No Judge will be from any team in consideration for this award.
Presented by Trophies and Awards Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 14 – “ADJUTANT OF THE YEAR”

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name ________________________________ Post No. ____________

Number of members in Post ________ Date ________________

NAME ________________________________

This traveling trophy will be presented annually at the Department Convention. The recipient of the award will be determined by the Department Headquarters Staff. When reviewing the work done by the Adjutant, the size of the Post and the area involved will be taken into consideration. A certificate will be presented to the Home Post of the recipient Adjutant for the year of the award. At the time of the award presentation a personal plaque will be presented to the winning Adjutant.

FILL IN THE FOLLOWING INFORMATION

1. Is the Post Adjutant salaried? Yes _______ No _____

2. The Adjutant has served since Installation of Officers in 2020?
   Yes _______ No _____
   If no, explain:

3. The Adjutant attends the following:
   a. Post meetings Yes _____ No _____
   b. District meetings Yes _____ No _____
   c. Department Conventions Yes _____ No _____

4. When unable to attend Post meetings, the Adjutant makes available to his/her replacement or the Post Commander, the previous Post meeting minutes and all necessary correspondence, old and new business to be brought up?
   Yes ____ No _____

5. Upon receiving a member’s dues (new or renewal) the Adjutant will promptly mail the membership card and free insurance form (when applicable) to the member? Yes ____ No _____
6. Submits to Department in a prompt manner, correctly processed membership cards? Yes _____ No _____

7. Write a statement in your own words explaining why you believe your Post Adjutant is Oregon’s best Post Adjutant. Include significant achievements made by the nominee while performing the duties of Post Adjutant; also list his/her Legion activities other than the duties of an Adjutant. List civic or other activities other than The American Legion.

Commander ____________________________

Signature

Other Post Officer ____________________________

Signature

Judged by Department Adjutant
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 15 – HISTORY RULES

NOTE: HISTORIES TO BE TURNED IN TO HISTORIAN AT DEPARTMENT CONVENTION
Before 12:00 NOON THURSDAY

Please Print or Type

Post Name ___________________________ Post No. __________
Number of members in Post _______ Date ______________

PART I – FORMAT – 40 POINTS

1. COVER: A standard three-ring binder, or similar type, to accommodate 8 ½ x 11-inch bond paper must be used with The American Legion emblem centered (left to right) on the cover with the name and number of the post. However, the binders available through National Emblem Sales have The American Legion embossed on them. Each book is not to exceed three inches between the front and back cover. If you submit two or more binders, you must indicate on the cover and title page the wording “Volume I”, “Volume II”, etc.

2. NAME/ADDRESS OF COMPILER: The full name and complete mailing address of the history author should appear on the inside front cover on the lower left-hand corner. It will be neatly typed and centered on a 3x5 inch index card.

3. TITLE PAGE: This should be the first page facing the reader as the yearbook is opened. It should be centered on the page and be in a logical arrangement with double spacing or more and contain the following:

YEARBOOK OF
(Name of Post) POST NO. (Number of Post)
THE AMERICAN LEGION
(City Location and State)
2019-2020
BY (Person Compiling Yearbook)

4. INTRODUCTION: Every yearbook should carry a Forward or Introduction, setting forth the reasons for the organization and may include:

   a. The selection of the Post name. If for a departed comrade or comrades, include an available. Short biographical sketch of their lives and include photographs if they are
b. If possible, include a brief resume of your community's history, and especially
the part played by the locality in furnishing the men and women during the wars
and conflicts.

c. Mention should also be made of the formation of our National Organization with
a tie-in of the Department and Post.

d. If your Post has a Post home, you may want to include a photograph of it and
street address location.

e. You can have a biographical background of the current Post Commander or the
author of the yearbook with a photograph included.

f. You may also use this space to acknowledge any assistance used in compiling the
yearbook.

5. TABLE OF CONTENTS: Consists of chapters covering programs with page reference.

6. PREAMBLE TO THE CONSTITUTION OF THE AMERICAN LEGION: This basic
document which sets forth the principle aims of The American Legion is a fitting introduction
and should follow the
INTRODUCTION. It should be centered on the page and spaced in a neat and logical
arrangement. Multicolored prints 8-1/2 x 11 inches, of the PREAMBLE may be obtained through
National Emblem Sales.

7. INDEX: The alphabetical index is the last page must for every yearbook. This
comprehensive index of names, places, and events mentioned in your yearbook, with page
references, shall be carried at the end of the yearbook. The index must cover all volumes.

8. PAGE NUMBERING: This appears to be a common oversight when compiling yearbooks.
Do not forget to number all the pages. However, be consistent in where the page numbers are
placed, either at the top or bottom of pages. Page numbering will start with the title page.

ORDER OF PAGE NUMBERING: The above pages should appear in order as listed
above with pages listed in Arabic numerals or Roman numerals as follows:

| Title Page | 1 or I
| Introduction | 2 or II
| Table of Contents | 3 or III
| Preamble | 4 or IV

The following units will list each page in consecutive order using Arabic numerals, then
the next number will follow your last number (e.g. if the Preamble is 4, then the first page of the
history is 5). If you use Roman numerals, then the first page of the history is 1 (e.g. if the
Preamble is IV, then the first page of the history is I).

PART II – PROGRAMS AND ACTIVITIES/READABILITY – 50 POINTS
ONE-YEAR POST MEMORABILIA:

1. The yearbook material for your Post programs and activities will follow the PREAMBLE and
precede the INDEX.

2. The yearbook is to cover one year, from the installation of officers up to and including the
annual Department Convention. This time frame may vary from the last Convention to the
current Convention.
3. A record is vitally important as the history itself is a complete and accurate yearbook containing all newspaper clippings, photographs, copies of programs, tickets, badges, and other items pertaining to the Post and its activities.

4. All material recorded in the yearbook must be in chronological order. A systematic and logical arrangement should be sought and planned. The reader must be able to follow the meaning of the illustrations (news clippings, photographs, etc.) with very little difficulty and confusion.
   
   a. All newspaper clippings must include the name and date of the publication from which it was taken (must be cut from publication and pasted at the top of the article.)
   
   b. All photographs must be identified by full proper names (nicknames in brackets), from “left-to-right,” occasion, source, date function, etc. You may know who is in the photograph and why, but the reader may not.
   
   c. Be sure all photographs are clear and sharp, as blurry or fuzzy prints will detract rather than enhance your yearbook. Proper arrangement with the caption is important to achieve an eye-catching yearbook.

5. Neatness and originality are even more important for yearbooks than for the narrative histories since all the material in the yearbook must be identified properly to make it worthwhile. If the compiler cannot type, nor print well, he or she should have a competent person do the printing or make typewritten inserts for him/her.

6. The judges will consider the foregoing factors as well as the comprehensiveness of the yearbook and the features which made the yearbook especially attractive or especially useful and of historic value.

**PART III – JUDGES OPTION**

Under this category, Judges will consider a number of qualities or items of content in the yearbooks, which are not readily cataloged under the preceding headings. Some yearbooks contain items and features which make them attractive and especially useful. By the same token, if inaccuracies should come to the attention of the Judges, they will have a disqualifying effect on your entry.

**NATIONAL JUDGING STANDARDS FOR A ONE-YEAR POST PICTORIAL YEARBOOK CONTEST**

**PART I – FORMAT – 40 POINTS**

1. COVER – Not to exceed 12 x 15 inches, emblem, etc. (5) __________

2. NAME/ADDRESS OF COMPILER – inside front cover/lower left-hand corner(5) __________
3. TITLE PAGE – centered in logical arrangement, double line spacing plus, etc. (5)

4. INTRODUCTION – background of Post; tie-in Department/National; community, etc. (5)

5. TABLE OF CONTENTS – page reference covering programs, events (5)

6. PREAMBLE - to the Constitution of The American Legion, etc. (5)

7. INDEX – comprehensive alphabetical listing carried at end of Yearbook (5)

8. PAGE NUMBERING – carried on Post Memorabilia pages and index (5)

PART II – PROGRAMS AND ACTIVITIES/READABILITY – 50 POINTS

1. ARRANGEMENT – systematic and logical arrangement should be sought and planned; material to be recorded in chronological order. The reader must be able to follow the meaning of the illustrations (pictures, clippings, copies of programs, tickets, badges, etc.) with very little difficulty or confusion. (20)

2. IDENTIFICATION – All clippings and/or photographs must have occasion, source, dates, functions, names, etc. listed to properly identify the subject matter. Provide proper left-to-right identifications. (10)

3. CLEAR CUT PHOTOGRAPHS – Blurry/fuzzy prints will detract. (10)

4. ORIGINALITY - Unique in thought and presentation. (10)

PART III – JUDGES OPTION – 10 POINTS

1. JUDGES WILL CONSIDER – a number of qualities or items of content in the Yearbook that are not readily cataloged under the preceding headings. They may determine that some Yearbooks contain items and features which make them attractive and especially useful (10)

TOTAL POINTS OF ENTRY (100)

*Point System to be awarded “Up To” amount shown. Possible Total – 100 Points

POST HISTORY
BOOK

POST NAME

POST NUMBER

PERIOD COVERED __________________ to __________________
Commander ___________________ Adjutant: ___________________

Signature

Signature

Posts with 15 to 150 members
Posts with 151 to 500 members
Post with 501 and over

Awarded to the history judged “Best of the Three”
Award Winner and will be sent to National Headquarters for Judging in National History Book Contest

Judged by: Three (3) Legionnaires chosen by Department Commander.
To be judged at Department Convention.

No Judge may be selected from a Post who has a Post Pictorial/History Yearbook in competition.
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 16 – BACK TO GOD PROGRAM

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name __________________________ Post No. ___________

Number of members in Post _______ Date ______________

1. Did your Post open and close its meetings with prayer? Yes _____ No _____
   Number of meetings held ______
   Number of times prayer was used in opening _____ and closing of meetings _____

2. What religious programs or ceremonies have been sponsored by the Post? Give details:
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________

3. What religious programs or ceremonies have the Post participated in but did not sponsor?
   Explain extent of participation:
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________

4. Were physically disadvantaged persons or senior citizens transported to Church, under your sponsorship? Yes ___ No ___

5. What has the Post done in advertising religious activity in your community?
   a. Religious news editorials:
      Number ______
      Kind ________________
b. Posted signs:
   Number _____
   Kind_________________

c. Distributed literature?  Yes_____ No _____

d. Religious theme parade floats, etc.  Yes_____ No _____
   (Give details. On separate sheet of paper)

6. Did the Post Chaplain make calls or visit the sick Veterans in the Post community?  Yes____ No _____
   (Give details on separate sheet of paper)

7. Write up why Post Chaplain should be selected as Chaplain of Year and attach to questionnaire.

Commander ______________________ Adjutant: ______________________
   Signature  ___________________ Signature ______________________

Judged and presented by: Department Chaplain
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 17 – SERVICE OFFICER OF THE YEAR

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2021.

Please Print or Type

Post Name ________________________________ Post No. ______________

Number of members in Post: _______ Date: ______________

Commander _________________________ Adjutant: _________________________

Signature _________________________ Signature _________________________

"OUTSTANDING POST SERVICE OFFICER"

in

DEPARTMENT OF OREGON

Name of Post Service Officer ________________________________

The annual award will be presented at the Department Convention, as determined by the Department Executive Committee.

The recipient of this award will be determined by the Department Service Office. The Department Award Certificate will be presented to the Home Post of the recipient Post Service Officer for the year. In concert with selection of the Department Post Service Officer, an "Individual Plaque" will be presented to the selected Post Service Officer.

COMPETITION INFORMATION

The Post competing must submit a written statement of 200 words or less. The narrative should include accomplishments of the Post Service Officer such as: Direct Services provided in the aid of Veterans and Family Members. Internal Post activities hosted by the Post Service Officer; (i.e. Veterans Programs) such as veterans informational and guidance seminars, direct person assistance, employment referrals, financial assistance and VA claim referrals to the Department Service Office. All activities and specific functions performed by the Post Service Officer must have been accomplished through his/her own Post and NOT by, or FOR any other Post Activities, (such as VA Hospitals, Churches, etc.) Keep in mind, this competition is to identify actions taken by the Post Service Officer for internal activities as they relate to Veterans Affairs within the respective Post and the Veterans Community.

Judged and presented by: Department Service Office
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 18 – REHABILITATION REPORT

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name ___________________________ Post No. _______________
Number of members in Post ________ Date ________________

1. Competing Post will submit in story form, not to exceed 1,000 words, any and all activities of Rehabilitation done by Post Members Only.

NO CREDITS CAN BE USED WHICH ARE DERIVED FROM THE AUXILIARY OF YOUR POST

2. Gifts to Gift Shops of Veteran’s Hospitals ____________________________
   __________________________________________
   __________________________________________
   __________________________________________
   Monetary value of gifts $ ______________

3. Contributions to VAVS $ ______________

4. Christmas Basket Program No. __________ $ ______________

5. Hospital Visits, how many? _________ Hours ______________

6. Aid to Veterans’ Family, how many? __________
   Money Spent $ ______________

7. Contributions to Post’s Auxiliary Program $ ______________

8. Mileage for hospital visits _________ and/or hospital parties __________
   (to include all food donations, party favors, etc., monetary value $ __________
9. All other projects giving Aid to Veterans (ATTACH SUPPLEMENTARY REPORT GIVING HOW MANY ASSISTED.)

**Rehabilitation Award**  
Posts 15 to 250 members  
**Rehabilitation Award**  
Posts 251 to 500  
**Rehabilitation Award**  
Posts 500 and up

Attest: Commander ___________________ Adjutant: ________________________  
Signature                                           Signature

Judged and presented by: VA &Rehabilitation Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 19 – HUNTER SAFETY REPORT

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name ________________________________ Post No. ____________
Number of members in Post: ________ Date: ________________

Do not confuse this report with the JUNIOR MARKSMANSHIP REPORT

1. Did your Post sponsor a Hunter Safety Class? Yes _____ No _____

2. How many Legionnaires from your Post participate in this program? No. ______

3. Total number of volunteer hours? ______

4. Total number of dollars donated in support of program? $ ______
   Meeting room $ ______
   Refreshments $ ______
   Scholarship $ ______
   Rifle Range $ ______

5. Number of classes held between June 1, 2019 and May 31, 2020 ______

6. Average number of students per class ______

7. Total number of students between June 1, 2019 and May 31, 2020 ______

Please give a short narrative.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
Small Posts 15 – 500
Large Posts 501 and up

Judged and presented by: Junior Shooting Sports Commission
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 TROPHY AND AWARDS

QUESTIONNAIRE NUMBER 20 – VETERANS AWARD

GRENADA, LEBANON, PANAMA & PERSIAN GULF CONFLICTS

COMPLETED FORM DUE AT DEPT. HEADQUARTERS BY MAY 15, 2021.

Please Print or Type

Post Name ____________________________  Post No. ____________

Number of members in Post: ____________  Date: ______________

TO ALL POST ADJUTANTS

These certificates will be awarded annually to the Post having the highest percentage of Grenada, Lebanon, Panama and Persian Gulf Veterans enrolled.

This percentage will be based on the Post’s total membership as of the final “Department Membership Bulletin” issued prior to convention.

List the number of Grenada, Lebanon, Panama and Persian Gulf Veterans enrolled in your Post, signed up as members in this current year:

Grenada/Lebanon ____________

Panama ____________

Persian Gulf ____________

TOTAL ____________

This form must be submitted to Department Headquarters no later than the arrival date set out in the heading in order to be eligible to compete in the fiscal year prior to convention.

Commander __________________________  Adjutant: __________________________

Signature  __________________________

Posts 15 to 100
Posts 101 to 250
Posts 251 to 500
Posts 501 and over

Judged and presented by: Department 1st Vice Commander and Membership Commission Chair
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 21 – TEACHER OF THE YEAR

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021.

Please Print or Type

Post Name_________________________ Post No. _______ Date: ____________

ELIGIBILITY: Any State certified teacher working in the State of Oregon Grades 1 through 12.

AWARD: Selection to be made solely on merit for service during the current year.

NAME____________________________________________________ OF NOMINEE.

ADDRESS ________________________ CITY__________________ STATE______________

NAME___________________________________________ OF SCHOOL.

LOCATION ____________________________________________

The Post must submit a written statement.

The narrative should include accomplishments of the Teacher.

1. Did the nominated teacher involve students in the following activities?
   Community Service program(s) Yes _____ No _____ How many ______
   Flag Education program(s) Yes _____ No _____ How many ______
   Veterans Memorial Visitation or Parade Yes _____ No _____ How many ______

2. Did the nominated teacher instruct students in the following areas?
   The United States Constitution and Bill of Rights Yes ___ No ___
   The Pledge of Allegiance Yes ___ No ___
   American History Yes ___ No ___

3. Please write a statement in your own words explaining why you believe the teacher is Oregon’s best teacher. List his/her activities other than the duties of a teacher. List civic or other activities accomplished. ____________________________________________________________
Please attach additional sheets if necessary. Show Post number, questionnaire title and item number from this page, to which the additional information applies. BE SURE to index your supplemental sheets and place them in the same order as the proceeding questions.

Commander ___________________  Adjutant: ___________________
  Signature                        Signature

AWARDS TO BE PRESENTED
Teacher of the Year Award to Teacher
Award for Post Submitting Winner

Judged by: Department Children and Youth Committee
THE AMERICAN LEGION – DEPARTMENT OF OREGON
CHILDREN & YOUTH
2020--2021 POST NARRATIVE REPORT FORM

NUMBER 22 – CHILDREN & YOUTH

Send this narrative report form and any attached narrative sheets to your Department Children & Youth Chair, in care of Department Headquarters by May 15, 2021

(Please Type or Print)

Date ____________

Post Name__________________________________________ No. ______ Present Membership ______

A. Did your Post file a Consolidated Post Report form?  Yes_______ No_______

B. Did your Post participate in any one-off following National Children & Youth Program objectives?

___ Missing Children  ___ Suicide Prevention  ___ Drug & Alcohol

___ April is Children & Youth Month  ___ Children’s Miracle Network  ___ Halloween Safety

___ Temporary Financial Assistance  ___ Child Welfare Foundation  ___ Spinoza Bears

___ Juvenile Delinquency  ___ Family Emphasis Program  ___ Abuse Prevention

___ Other Programs (Please list) ____________________________________________

________________________________________________________________________

________________________________________________________________________

C. Estimate the number of volunteer service hours provided by the membership of your Post for the children & youth in your community. ____________ Hours

D. Please estimate the amount of money your Post expended for administrative expenses for Children & Youth overhead, i.e. Postage, printing, conference, travel, etc. $______________

E. Please estimate the total amount of money the Post expended for Children & Youth programs for other than (D) above  $______________

Please describe, in detail, one specific Children & Youth activity promoted by your Post. (Attached extra sheets if necessary). REMEMBER: This section of the narrative report is most important to your
Department Children & Youth Commission in determining awards:

G Please describe any other Post Children & Youth activities that your Post has been involved in that you feel are worthy of comment:

To the POST Children & Youth Chair:

1. Before completing this form, be sure your section of the Consolidated Post Report form is completed.
2. Fill out this narrative report form.
3. Send this narrative report form and any attached narrative sheets to your Department Children & Youth Chair, in care of Department Headquarters by May 15, 2021.
4. This narrative report form is NOT to be attached to the Consolidated Post Report. It is intended for the use of the Department Children & Youth Commission in determining Post Children & Youth awards and for substantiating to National Headquarters that your Department has attained 100 percent Children & Youth Post narrative reporting.

5. In order to make your total report more effective, it is recommended that you make additional copies of this form, maintain one in the Post file and mail one to the District Children & Youth Chair.

AWARDS TO BE PRESENTED

<table>
<thead>
<tr>
<th>Posts 15 to 100</th>
<th>Posts 101 to 200</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posts 201 to 500</td>
<td>Posts 501 to 750</td>
</tr>
<tr>
<td>Posts 751 and up</td>
<td></td>
</tr>
</tbody>
</table>

Post with Best Overall Program

Judged and presented by: Children and Youth Committee
THE AMERICAN LEGION - DEPARTMENT OF OREGON

2020-2021 QUESTIONNAIRE

NUMBER 23 – CHAPLAIN OF THE YEAR

“OUTSTANDING POST CHAPLAIN”
DEPARTMENT OF OREGON

COMPLETED FORM DUE AT DEPARTMENT BY MAY 15, 2021

Please Print or Type

Post Name ___________________________ Post No. ____________
Number of members in Post _________ Date ________________

Name of Post Chaplain ________________________________

The annual award and trophy will be presented at the Department Convention, as determined by the Department Chaplain.

1. Number of Post Internal Activities such as Memorials, Funerals and Post Special Services hosted by the Post Chaplain. Please give details below:

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

2. Number of Direct Services provided in the aid of Veterans and Family Members such as Veterans Activities and Seminars, Direct Personal Assistance, Employment Referrals, Financial Assistance. Please give details below.

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
3. Did the Chaplain conduct a special service for the Four Chaplains? Yes____ No____

Please submit a written statement of 500 words or less. The narrative should include accomplishments of the Post Chaplain.

Commander ______________________ Adjutant ______________________
Signature ______________________ Signature ______________________

Judged and presented by: Department Chaplain
THE AMERICAN LEGION – DEPARTMENT OF OREGON
2020-2021 QUESTIONNAIRE
NUMBER 24 - POST NEWSLETTER

THEY NEED TO REACH DEPARTMENT NO LATER THAN JUNE 1, 2021

Please Print or Type

Post Name _______________________________  Post No. ________________

Number of Members in Post ___________  Date ________________

Send in copies of at least three (3) different issues of your Post Newsletter published between
May 1st last year and April 30th of this year. They need to reach Department Headquarters
NO LATER THAN MAY 15, 2021. Your submissions will be judged on the following:

1. Content well-suited to audience and The American Legion.

2. Content is well-balanced and shows a variety of subject matter.

3. Lead and writing hold interest.

4. Writing is clear and concise.

5. Articles are well-organized.

6. Articles are accurate, reflect research, are credible and convincing.

7. Overall design makes it an effective publication.

8. Good balance in use of illustration.

9. Cover or front page is effective and well designed.


Commander ___________________________ Adjutant ___________________________

Signature ___________________________ Signature ___________________________

POST NEWSLETTER AWARD
15 to 500 Post Membership
501 and up Post Membership

Judged by Oregon Legionnaire Staff
POST AND UNIT “UNITY” AWARD
NARRATIVE REPORT FORM
THE AMERICAN LEGION & AUXILIARY - DEPARTMENT OF OREGON
Number 25
PLEASE COMPLETE THIS FORM AND SEND TO DEPARTMENT BY MAY 1, 2021

THIS IS FOR ONE “SINGLE” PROJECT COMPLETED BETWEEN THE CLOSE OF 2020 DEPARTMENT CONVENTION AND START OF 2021 DEPARTMENT CONVENTION.

More than one entry may be submitted by the Post and Unit but must cover only a “single” project on each entry form. Additional forms available at Department Headquarters

(Please Type or Print)

Post & Unit Name ___________________________ Post & Unit No. _______ District No _______

Address ___________________________ City __________________ Zip Code _______

Date __________ Signature ________________________

Commander / President

Present Post Membership _________________ Present Unit Membership _________________

Total Post Members Participating in Project ______ Total Unit Members Participating in Project _______

A. Did your Post and Unit support a project in any one of following activities:

_____ Christmas Baskets  _____ Memorial Day  _____ County Fairs

_____ Independence Day  _____ Veterans Day  _____ Halloween Safety

_____ Children’s Christmas Party  _____ Flag Day  _____ Rodeos/Parades

_____ Flag Presentations  _____ Hospital/Veterans Home Programs  _____ Voting

_____ Other programs/activities

List __________________________________________

B. Estimate the number of volunteer service hours provided by the membership of your Post and Unit for this project _______ hours

C. Please estimate the amount of money your Post and Unit expended for administrative expenses for this project. (Postage, printing, conference, travel.) $ ____________

D. Publicity/Public Relations – Yes ___ No ____ Please attach copy/copies

1
E. Community recognition for this project – Yes ___ No ___ Please attach copy/copies

F. Please describe, in detail, a specific project/activity completed by your Post and Unit. (Attach extra sheets if necessary).
   REMEMBER: This section of the narrative report is most important in determining this award:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

G. What impact did this event have in your Post and community?
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

H. Why did your Post & Unit select this project?
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

The “Unity” Award will be presented to the “Winning Team” at the Department Convention Banquet.

A Permanent Plaque to the “Winning Team”

Judged and presented by: Department Commander & Department President
THE AMERICAN LEGION DEPARTMENT OF OREGON
LEGION RIDER OF THE YEAR AWARD
Number 26 – Legion Rider of the Year

Nomination Guidelines

The Legion Rider of the Year Award is an honor to recognize the Legion Rider who has made significant service contributions to the American Legion, veterans, and their community. Riders who are nominated are those who have gone above and beyond in the service of their nation, American Legion, their post, their chapter, our veterans, and their community with their dedication. The nominee must be a member in good standing of an Oregon American Legion Post and an American Legion Riders chapter.

Nominations will be evaluated on the scope and impact of a nominee’s commitment and the extent to which her/his efforts benefit and provide inspiration to other Riders, Legionnaires, and veterans. This award will be presented at the annual Department of Oregon convention. Details of the Rider's contribution/s are to be attached in letter form.

RIDER OF THE YEAR NOMINEE FORM

Nominee Name: ___________________________ Membership #: ____________

Post Name ___________________________ Post # _______

Address ___________________________ City _____________ Zip Code _______

Nominator’s Name ___________________________

Post Name ___________________________ Post # ____________

Address ___________________________ City _____________ Zip Code _______

Telephone # ______________ E-mail ___________________________

I have read the nomination guidelines and attest that the above information is accurate and true. If selected as the “American Legion Rider of the Year” I agree to attend State Convention with nominee to receive the award.

______________________________  ______________________________
Nominator Signature

Applications for the Rider of the year processed thought the State ORALR Leadership must be received by the Department ALR committee NLT 15 May Annually to be presented during the annual June State Convention. Presented by American Legion Riders Committee.

ORALR recommendation (s) sent to The America Legion Department of Oregon
office PO Box1730, Wilsonville, OR 97070 or email to Office@orlegion.org
THE AMERICAN LEGION DEPARTMENT OF OREGON

AMERICAN LEGION RIDERS CHAPTER OF THE YEAR AWARD

Number 27 – Legion Rider Chapter of the Year

INSTRUCTIONS FOR AMERICAN LEGION RIDER CHAPTER OF THE YEAR AWARD

PURPOSE: Per US Code Title 36, Chapter 217, Section 21702(5), the American Legion is to consecrate the efforts of its members to mutual helpfulness and service to their country. The primary purpose of this award is to recognize the American Legion Chapter that has done the most in furtherance of the Oregon Department of the American Legion’s mission.

RECOGNITION: This award will be presented to the Chapter that has accomplished the most in the advancement of the American Legion. This honor is achievable by both small and large chapters by bestowing this award on a per capita basis. In the event of a tie, the Chapter with the most volunteer hours will be the winner.

HOW TO FILL OUT THE FORM

1. VOLUNTEER POINTS: 1 Volunteer Hour = 2 Points

This is a total amount of hours for all members of the American Legion Rider Chapter (i.e. If 5 riders spend 1 hour providing a flag line for a veteran’s funeral, that would be 5 hours for 10 points).

2. DONATION POINTS: $100 Dollar = 1 Point (Rounding Up to the Nearest $100)

This is a total amount monies donated and donations in kind on behalf of the American Legion Rider Chapter (i.e. If American Legion Rider Chapter Y donated $100 to the Legacy Fund, $125 to a local charity and donated $205 in toys during a Christmas toy run, that would be $430 or 5 points).

3. TOTAL NUMBER OF MILES TRAVELED: 100 Miles = 1 Point (Rounding up to the nearest 100)

This is the total number of miles driven by the American Legion Rider Chapter (i.e. If 5 riders ride 135 miles to drop off the Hot Potato, that would be a total of 675 miles for 7 points.)

4. POINT SUBTOTAL: Add lines 1, 2, and 3.

5. NUMBER OF REGISTERED MEMBERS: This is the total number of dues paying Legion Rider members (both rider and passengers) at the Chapter.

PER CAPITA POINTS: Take the point subtotal on Line 4 and divide by the number of members on Line 5
Please Print or Type

Post Name ___________________________ Post # __________

Number in members in Post _________ Date ____________

American Legion Riders Charter ______________________________________

1. Volunteer Points (1 Hours = 2 Points) __________________________

2. Donation Points ($100 Dollar = 1 Point) ________________________

3. Number of Miles Traveled (100 Miles = 1 Point) _________________

4. Point Subtotal _____________________________________________

5. Number of Registered Members _________________________________

6. Per Capita Points (Divided Line 4 by Line 5) _____________________

New Programs /Projects started:

________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________
________________________________________________________________

The undersigned attest the above is true and accurate to the best of their knowledge.

________________________________________________________________
American Legion Rider Chapter Director

________________________________________________________________
Post Commander

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**ORALR recommendation (s) sent to The America Legion Department of Oregon office PO Box1730, Wilsonville, OR 97070 or email to Office@orlegion.org**