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
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