

**POST AND UNIT “UNITY” AWARD**

**NARRATIVE REPORT FORM**

**THE AMERICAN LEGION & AUXILIARY - DEPARTMENT OF OREGON Number**

**25**

**PLEASE COMPLETE THIS FORM AND SEND IT TO THE DEPARTMENT BY APRIL 15, 2025**

**THIS IS FOR ONE “SINGLE” PROJECT COMPLETED BETWEEN THE CLOSE OF THE 2024 DEPARTMENT CONVENTION AND THE START OF THE 2025 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 \_\_\_\_\_

Post Commander & Unit President

Present Post Membership \_\_\_\_\_ Present Unit Membership \_\_\_\_\_

Total Post Members Participating in Project \_\_\_\_\_ Total Unit Members Participating in Project \_\_\_\_\_

A. Choose one project your Post and Unit supported together from the following activities:  
(If more than one project, please submit an alternate form)

- |                                  |                                       |                        |
|----------------------------------|---------------------------------------|------------------------|
| _____ 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 on 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. (Attached extra sheets if necessary).

REMEMBER: This section of the narrative report is most important in determining this award:

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

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

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

**Judged and presented by Department Commander & Department President**