

INSTRUCTIONS FOR COMPLETING 2023-2024 POST CHILDREN & YOUTH NARRATIVE REPORT

TO POST CHILDREN & YOUTH CHAIRMAN:

1. **Before finalizing this form, please be sure that your section of the Post Consolidated Report form has also been completed and numbered annotated items match exactly.**
2. Fill out this narrative report form completely.
3. Send the original narrative report form and any attached narrative sheets to the Department Children & Youth chairman in care of Department Headquarters **no later than May 17, 2024.**
4. This narrative report form is NOT to be attached to the Post Consolidated Report. It is intended for the use of the Department Children & Youth Committee in determining the Post Children & Youth awards and for substantiating to National Headquarters that our Department has attained **100 percent** Children & Youth narrative reporting for the 20xx-20xx Legion year. The number in parenthesis, example: Health & Child Safety (96) is the same as the item number on the Consolidated Post Report. **ALL Posts should have something to report!**
5. In order to make your total report more effective, please make the following appropriate copies of this form:
 - (a) Original to Department Children & Youth Chairman
 - (b) Copy to your District Children & Youth Chairman
 - (c) Copy for your Post records
6. Please mail the Original to the following address:

The American Legion
Department of Virginia
ATTN: Rodney Drummond, Children & Youth Chairman
1708 Commonwealth Ave.
Richmond, VA 23230

7. If you have questions, please feel free to contact me via E-mail:

8. drummond.rodney@yahoo.com

Rodney Drummond
Chairman
Children & Youth Committee
Department of Virginia

FORM **MUST** BE AT DEPARTMENT HEADQUARTERS
NO LATER THAN CLOSE OF BUSINESS

17 May 2024

POST CHILDREN & YOUTH NARRATIVE REPORT

2023-2024

(Please Print neatly or Type)

Post Name _____ No. _____ District No. _____

Department of Virginia Membership as of April 30, 202x _____

City _____ Address _____

Date _____ Signature _____

A. Did your Post file a Consolidated Report? Yes___ No___

B. Did your Post contribute to the American Legion Child Welfare Foundation?

Yes___ No___ If Yes, amount contributed. \$ _____ (add to block 104)

CHILDREN & YOUTH (C & Y)

90 # _____ no. of **C&Y** activities held

91 \$ _____ cash aid given to benefit Children

92 \$ _____ cash value of goods given to children (reasonable estimate)

93 # _____ no. of children given aid (cash or goods)

94 # _____ no. of volunteer hours for C & Y programs and activities

95 _____ (y/n) participates in **Halloween Safety**

96 _____ (y/n) participates in **Health & Child Safety**

97 _____ (y/n) participates in **April is C&Y Month**

98 _____ (y/n) participates in **National Family Week**

99 \$ _____ parties, dinners, prizes and gifts (cost to Post)

100 _____ (y/n) participates in **Temporary Financial Assistance (TFA)**

101 \$ _____ TFA: cost to post

102 \$ _____ Please estimate the amount of money your Post expended for the Children & Youth programs. **Administrative Expenses** (Postage, printing, conferences, travel, etc.)

103 \$ _____ cost of all other child service charities listed above

c. **Miscellaneous/Contributions:**

Did your Post or Members participate in any of the following National Children & Youth activities? **add costs as shown below:**

	# Hours	# Miles	Donation
_____ (y/n) Operation Military - Military Kids	_____	_____	_____
_____ (y/n) Special Olympics	_____	_____	_____
_____ (y/n) Children's Miracle Network	_____	_____	_____
_____ (y/n) Child Organ Transplant	_____	_____	_____
_____ (y/n) National Emergency Fund	_____	_____	_____
_____ (y/n) American Legion Endowment Fund	_____	_____	_____
_____ Other Programs (Please Explain)	_____	_____	_____
_____ =	_____	_____	_____
_____ =	_____	_____	_____

Use back of page if necessary or attach additional pages as needed.