



AMERICAN LEGION AUXILIARY

In the Spirit of Service, Not Self for our Veterans, God and Country

**Department of Alaska
P.O. Box 520826
Big Lake, AK 99652**

**President Jane Larson
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Willow, AK 99688
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**Secretary Barbara Nath
P.O. Box 520826
Big Lake, AK 99652
Phone: 907-227-8169
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January 20, 2022

Hello everyone

As you know, our Department Convention is scheduled to be held April 21-23, 2022 in Anchorage at Spenard Post 28 with a Pre-Convention DEC meeting on April 20, 2022. Here are some things you need to be aware of in order to be prepared for this year's convention.

1. **(1) SPECIAL MEMORANDUM**. This is a total of \$30 which ALL UNITS are required to pay REGARDLESS OF WHETHER OR NOT THEY ARE ATTENDING THE CONVENTION. This should be sent to the ALA Department by **March 28th**.
2. **CONVENTION REGISTRATION**. There are two Convention registration forms to be completed.
 - o One is the (2) Auxiliary Delegates and Alternates Form due back to **ALA Department of Alaska** by **March 28th** (this form is ONLY for the Auxiliary Delegates and Alternates). This is only a list of names of each unit's delegates and alternates. No money should be sent with this form.
 - o The other is the Registration Form (included in the American Legion Packet on page 6) which is due back to the **American Legion Post 28** postmarked on or before March 15, 2022. Payment should be included with this form.
3. **(3) CERTIFICATION OF DELEGATES**. This form certifies the delegates represent your unit at the Department Convention. While you can email/mail this in before the convention, the ORIGINAL must be brought to the Convention (signed by the Unit President and Secretary). It should be turned in to the Department Secretary.
4. **(4) UNIT OFFICERS FOR THE 2022-2023 YEAR**. Don't forget to hold your elections prior to the Convention. Generally speaking, nominations are presented at one general meeting and the voting occurs at the next general meeting. That probably means nominations in February and elections in March. Please remember that no one can hold an office unless their membership is showing current (both on the Department level and the Unit Level). You can send it to the Department Secretary prior to the Department Convention, but please keep a copy for your records. It is important that ALL REQUESTED information is submitted. Please do not write "see last year" on the form. It is always possible that what you have at the completion of this form is not what the Department Secretary has from last year.
5. Voting Strength for Convention Voting – The voting strength for the convention will be determined based on the membership in each unit one month before Convention. That means you will need to have all your memberships to Diana on or before March 20, 2022.



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6. Endorsement Letters – Those who are running for an ALA Department officer position must have an endorsement from their unit. That requires you to have a vote at your general meeting to approve endorsing that person and the position for which they are running. After your unit meeting, an endorsement letter on Unit letterhead and signed by the President and the Secretary should be sent to the Department Secretary. She will then inform you when it is okay for you to release it to the other units in our Department. Do not send to other units until you get that okay.
7. President's Poppy Project – Remember that the President's poppy project is that everyone attending the Department Convention create a birthday celebration hat. They should be brought to the convention. At the convention each unit present shall hold a meeting to determine which of the many hats from their unit is selected to represent their unit in the President's Poppy Project. Each hat must contain at least one poppy but more can be used
8. History Books, Prayer Books, Poppy Books, Poppy Poster – Please be preparing your books and posters to bring to the Department Convention. They will be presented for a vote with awards presented.
9. Scholarships – Our Education Chairperson, Lisa Boyles, has sent out information on all scholarships available. Remember that the scholarship application must be submitted to the local unit for approval (and checking to be sure the applicant is eligible) before it is sent to the Department Secretary with a signature of approval by the unit.
 - o The following scholarships are due to the Unit by March 1st for consideration and then sent by the Unit to the Department by March 15th: Children of Warriors National Presidents' Scholarship; Junior Member Loyalty Scholarship; Non-Traditional Student Scholarship; and Spirit of Youth Scholarship.
 - o The Marilyn Stock/Evelyn Oliver application is due to the local unit by March 15th and can be sent by certified mail to the Department Secretary prior to April 15th. They can also be brought to the Convention. The winner(s) will be selected during the Department Convention.
10. Post Everlasting – we will be having a Post Everlasting Ceremony at Convention. This will cover the dates April 1, 2021 to March 30, 2022. Please be sure you have sent updates in on all members who have passed away during that time so we can be sure to include them in the Ceremony. This update should be received by April 1st.

See you all in April.

**AMERICAN LEGION AUXILIARY
DEPARTMENT OF ALASKA**

**100th Annual Department Convention
April 21- 23, 2022**

**(1)SPECIAL MEMORANDUM – THIS APPLIES
TO ALL UNITS IN THE DEPARTMENT OF
ALASKA – REGARDLES OF WHETHER OR
NOT THEY ARE ATTENDING CONVENTION**

Under the standing rules of the American Legion Auxiliary, Department of Alaska under Finance, it states that required bonding of Unit members handling funds and assessments for the Department Minutes and Bulletins: fifteen (\$15.00) dollars must be remitted to the Department Secretary by April 1st of each year. Each Unit is also required to contribute fifteen (\$15.00) dollars towards the gifts for the National President. One check can be made in the amount of \$30.00 instead of two checks.

Please **MAIL FORM AND FEES** to the Department Secretary by **Monday, March 28, 2022** at:

**American Legion Auxiliary
Department of Alaska
P.O. Box 520826
Big Lake, AK 99652**

Name of Unit and Unit # _____

AMERICAN LEGION AUXILIARY
DEPARTMENT OF ALASKA

(2) AUXILIARY DELEGATE AND ALTERNATE FORM

100th DEPARTMENT OF ALASKA CONVENTION
April 21-23, 2022

MAIL this form to the ALA Department Headquarters by Monday, March 28, 2022:

American Legion Auxiliary
Department of Alaska
P.O. Box 520826
Big Lake, AK 99652

The following members were elected by the Unit's General Membership to be delegates at the 100th ALA Department Convention being held at Spenard Post 28 in Anchorage, Alaska.

UNIT NAME AND NUMBER: _____

DELEGATES: _____

(Chairman _____

ALTERNATES: _____

Signature of President

Date: _____

Signature of Secretary

Date: _____

PLEASE REMEMBER TO INCLUDE YOUR JUNIOR AUXILIARY MEMBERS ALSO

AMERICAN LEGION AUXILIARY
DEPARTMENT OF ALASKA
100TH ANNUAL DEPARTMENT CONVENTION
April 21-23, 2022

(3) CERTIFICATION OF DELEGATES

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This is to certify that the following were elected as Delegates

To represent _____ Unit No. _____ at the
100th Department Convention of the American Legion Auxiliary, to be held at Spenard Post 28 in
Anchorage, Alaska. The Delegates must have paid their dues for 2022 and therefore are in good
standing in the Unit they represent.

Each Unit shall be entitled to one Delegate and One Alternate for each ten (10) paid members
thirty (30) days prior to the start of the Convention.

ATTESTED TO:

Unit President

Unit Secretary

ORIGINAL MUST BE TURNED IN AT CONVENTION

*You may email a copy prior to Convention (aladofak@gmail.com) but **you must bring
the original to convention** with an accurate list of those attending.*

**** **Please bring this Certification of Delegates to the Department Convention
and hand it to the Department Secretary.**

(4) REQUEST FOR UNIT OFFICERS FOR 2022-2023 (Page 1 of 2)

UNIT NAME: _____ **UNIT NUMBER:** _____

UNIT ADDRESS: _____

UNIT EMAIL ADDRESS: _____

UNIT PHONE: _____ **UNIT FAX:** _____

Please provide the following information for the 2022-2023 Unit Officers/Positions:

PRESIDENT

Name: _____

Address: _____

Email Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

1st VICE PRESIDENT

Name: _____

Address: _____

Email Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

2nd VICE PRESIDENT

Name: _____

Address: _____

Email Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

SECRETARY

Name: _____

Address: _____

Email Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

TREASURER

Name: _____

Address: _____

Email Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

HISTORIAN

Name: _____

Address: _____

Email Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

CHAPLAIN

Name: _____

Address: _____

Email Address: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

PLEASE COMPLETE BOTH PAGES AND PROVIDE ALL INFORMATION REQUESTED

(4) REQUEST FOR UNIT OFFICERS FOR 2022-2023 (Page 2 of 2)

UNIT NAME: _____ **UNIT NUMBER:** _____

Please provide the following information for the 2022-2023 Unit Officers/Positions:

SGT-AT-ARMS

Name: _____
Address: _____
Email Address: _____
Cell Phone: _____ Home Phone: _____ Work Phone: _____

GIRLS STATE CHAIR *(Please remember that if there is not chair, it defaults to the Unit President)*

Name: _____
Address: _____
Email Address: _____
Cell Phone: _____ Home Phone: _____ Work Phone: _____

MEMBERSHIP CHAIR

Name: _____
Address: _____
Email Address: _____
Cell Phone: _____ Home Phone: _____ Work Phone: _____

POPPY CHAIR

Name: _____
Address: _____
Email Address: _____
Cell Phone: _____ Home Phone: _____ Work Phone: _____

EXECUTIVE BOARD MEMBER #1

Name: _____
Address: _____
Email Address: _____
Cell Phone: _____ Home Phone: _____ Work Phone: _____

EXECUTIVE BOARD MEMBER #2

Name: _____
Address: _____
Email Address: _____
Cell Phone: _____ Home Phone: _____ Work Phone: _____

EXECUTIVE BOARD MEMBER #3

Name: _____
Address: _____
Email Address: _____
Cell Phone: _____ Home Phone: _____ Work Phone: _____

PLEASE COMPLETE BOTH PAGES AND PROVIDE ALL INFORMATION REQUESTED

**American Legion Auxiliary
Department of Alaska
Merrilyn Stock/Evelyn Oliver Memorial Scholarship
2022-2023 School Year**

**THIS SCHOLARSHIP IS NOT INTENDED FOR
GRADUATING HIGH SCHOOL STUDENTS**

RULES

1. Candidates being considered for this award shall be members or have family members who belong to the American Legion, the American Legion Auxiliary or the Sons of the American Legion.
2. Applicants must be continuing students who have been accepted or are enrolled in an accredited college, university or vocational technical institution, which are furthering their education to enhance the work skills in order to enter or reenter the work field at a higher level.
3. Each Unit within the Department of Alaska may enter only one candidate for competition.
4. The Scholarship must be used within twelve (12) months of the date that the winner receives notification
5. Applicants must present the completed application to the local Unit President on or before March 15, 2022.

Unit name and number _____

Unit Address _____

6. The Applicant must indicate the type of scholarship needed. The institution the applicant is attending must confirm the type of scholarship.

____ Full Scholarship 9 credited hours or three quarter time

____ Partial Scholarship less than 9 credit hours or less than three quarter time

7. The Unit President shall certify the winning entry for each unit.
8. The Unit President may hand deliver the application to the Department Secretary at the Department Convention in April, or must be received by certified mail to the American Legion Auxiliary Department Secretary by April 15, 2022.
9. The Scholarship will be awarded during the American Legion Auxiliary Department Convention, held in April of each year.
10. Judging, at all levels, shall be on the following basis:
 - a. Character 25%
 - b. Americanism 25%
 - c. Leadership 25%
 - d. Needs Assessment 25%

The decision of the judges shall be final.

11. The award will be paid to the school upon receipt of proof of enrollment.

APPLICATION PACKET REQUIREMENTS

1. Completed application form for the Marilyn Stock/Evelyn Oliver Memorial Scholarship. (Any deviations of the application could disqualify the applicant.)
2. A list of church, school and community organizations to which the applicant belongs, including any offices held.
3. Two letters of recommendation from adult citizens, (not relatives) attesting to the applicant's character in regard to conduct, citizenship, and leadership.
4. Application must be filled out completely and thoroughly. (The applicant may use additional sheets.)
5. If the applicant has received The American Legion Auxiliary Western District Scholarship, the Marilyn Stock Memorial Scholarship or the Evelyn Oliver Scholarship in the past, a transcript of the applicant is required.
6. Applications must be voted at a Regular Unit General Membership Meeting.

EACH UNIT AND THE DEPARTMENT SCHOLARSHIP COMMITTEE WILL BE RESPONSIBLE FOR VERIFYING ALL NECESSARY INFORMATION IN THE APPLICANT'S PACKET.

**THIS PORTION TO BE COMPLETED BY THE SPONSORING UNIT
PLEASE TYPE OR PRINT**

Unit Name and Number

Signature of Unit Secretary
Or Education Chairman

Address

City

State

Zip

Signature of Unit President

Home Phone #

Post Phone #

**Application for American Legion Auxiliary
Department of Alaska
Merrilyn Stock/Evelyn Oliver Memorial Scholarship
2022-2023 School Year**

**Please submit this application to the President of the American Legion Auxiliary
Sponsoring Unit on or before March 15, 2022**

1. Name of Applicant:

Address:

City, State & Zip

2. Name of Member through whom the applicant is eligible and Unit, Post or Squadron name and Number

3. Number of Dependent Children:

4. Occupation of Applicant:

5. Family's Annual Gross Income

6. Are you eligible for or drawing Social Security Payments?

7. Are you eligible for benefits under Survivors and Dependents Education?

8. Proposed date of graduation from the institution of higher learning

9. Name of the college, university or vocational technical institution you are attending or planning to attend:

10. Will you be attending 9 credit hours or three quarter time?

11. Will you be attending part time?

All of the information reported on this application is accurate and true to the best of my knowledge

Print or type full name

Signature of applicant

Date

NOTE: Please be sure to attach all other required materials to this application and submit to the President of the American Legion Auxiliary Sponsoring Unit NO LATER THAN MARCH 15, 2022. s

A. Why would receiving this Scholarship be important to you? Please explain.

B. What course of study do you plan to pursue and why?

C. Describe your involvement in school, church and community activities.

D. Why do you think United States Patriotic Organizations, such as the American Legion is important to the world today?

If necessary additional pages may be added to complete your answers.