Ohio Unit Program Action Plan



Buckeye Girls State

DIRECTOR
Gwen Schroeder-Zulch
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SEND REPORT TO BGS DIRECTOR BY:	MAY 1, 2027

A Board of Directors oversees the American Legion Auxiliary Buckeye Girls State Program, which includes:

Director	**Gwen Schroeder-Zulch**
Department President	**Mindi Rue**
Department 1st Vice President	**Rebecca Long**
Director of Counselors	**Cindy Masowick**
Director of Government	**Louise Smerk**
Director of Health	**Jeni Kennedy**
Director of Music and Recreation	**Karen Peel**
Director of Public Relations	**Ashley Dell**
Department Secretary	**Karen Brown**

2027 Buckeye Girls State
JUNE 6th - 12th
BOWLING GREEN STATE UNIVERSITY
Bowling Green, OH 43403

Department Report Form

This Form should be attached to each narrative submitted for information, Citation of Merit requirements and possible Department award. Please fill out the information completely and accurately. A Unit must submit this report form with boxes completed and answer the questions below to earn the Citation of Merit. Narrative word count must follow directions given in award guidelines. Simple or elaborate stories will be accepted as a report.

Please complete the following with the complete name of your Unit: _____

District: _____	Unit #: _____	Unit Membership Goal: _____	Unit Membership Total as of Report: _____
Name of Person Completing Report:		Unit Chair	Unit President
Phone #		Email:	Membership ID (if available)
Specific Award Name (if applicable)			

Narrative Deadline: May 1st, 2027
Answer the following Questions and include the answers in your narrative.

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Narrative must be typed or written in narrative form and cannot exceed 1,000 words. (There may be fewer words if program dictates). Narrative may include photographs and news articles.

How did your Unit promote the ALA Buckeye Girls State program in your schools and community?

_____

_____

_____

How did your Unit recognize your 2026 delegates to ALA Buckeye Girls State? _____

_____

_____

_____

What unique ways did your Unit fundraise to help finance your Buckeye Girls State delegates?

_____

_____

_____

How has your Unit improved your BGS Girls State program this year? Please give details of what worked or what needs more improvement. _____

_____

_____

_____

_____

Our ALA Service for Youth

	Service for Children & Youth	Obtain Total From	Member +	Unit =	Total
Line 11	Total hours for ALA Girls State	*Member Form Line 8*		N/A	
Line 12	Dollars spent on ALA Girls State	***Unit Records***	N/A	$	$

Buckeye Girls State

Get Involved

Purpose: The purpose of the ALA Girls Nation Committee is to promote and provide an outstanding government-in-action program for high school girls who have completed their junior year. The committee attends and actively participates in the execution of the weeklong education program. Committee members need to be capable of meeting the physical and social demands of a week supervising high school girls. *Standing Rules #6, National Committees – Mission Outreach*

- The American Legion Auxiliary proudly hosts ALA Girls State; an amazing week of learning focused on responsible citizenship.
- ALA Girls State delegates are a diverse group with a shared desire to learn and lead. ALA Girls State "citizens" come together from small towns, big cities, and rural areas to hold ALA Girls State elections, and their varied backgrounds set the stage for a week of spirited, experiential learning.
- American Legion Auxiliary Girls Nation is a once-in-a-lifetime opportunity. This weeklong event gives participants firsthand experience and insight into how the federal government works.
- ALA Girls Nation connects participants with their peers from across the country, allowing a unique opportunity to spend time with others who share common interests and those who have different

perspectives from their own. They leave Washington, D.C. with a deeper understanding of government, a renewed sense of patriotism, and an appreciation for veterans.

1. **Objective Goal:** Increase awareness of the American Legion's Auxiliary Girls State Program.
   a. **Action Step:** Our core purpose is to enlighten and educate young women on responsible citizenship, leadership, and love for God and Country. This is accomplished by immersing the girls in learning the political process of electing officials for all levels of City, County and State government.
   b. **Action Step:** Set up a Buckeye Girls State information session that both prospective delegates and parents can attend to acquire additional information about the program.
   c. **Action Step:** Use social media accounts to get the word out about the opportunity to apply for the 2027 Session of Buckeye Girls State. This would be a perfect time to create a Facebook page, Twitter account, Instagram and/or other appropriate social media accounts, for your Unit and promote the sites.
2. **Objective Goal:** Select a diverse group of young women to participate in Buckeye Girls State.
   a. **Action Step:** Work with the high school educators, community organizations and church leaders to help identify possible candidates.
   b. Key factors in successful recruiting are:
      1- Completed their Junior year of high school and have at least one semester left before graduation;
      2- Have a desire to learn and are interested in government and current events;
      3- Have high moral character and possess strong leadership skills and
      4- Be above average in scholastic achievements.
   c. **Action Step:** Candidates must be interviewed and selected by the Unit. The school counselor, principal, or co-contributor **cannot** choose the delegate.
3. **Objective Goal:** Promote the scholarships/awards that are available to those delegates who attend Buckeye Girls State.
   a. **Action Step:** Samsung Scholarship – participants of each ALA Girls State program, who is a direct descendant of a veteran, is eligible to apply. One citizen from each state is named as the Department finalist. Ten National winners will receive a $10,000 scholarship and ten National Runner-Ups will receive a $5000 scholarship. The remaining department finalists will receive a $1,250 scholarship.
   b. **Action Step:** BGS Endowment Fund Scholarship – Two (2) $1,000 BGS Endowment Scholarships will be awarded to two (2) outstanding BGS Citizens.
   c. **Action Step:** Girls Nation Award – Two (2) Delegates and (2) Alternates will be selected by the BGS Selection Committee to attend Girls Nation in Washington, DC. Delegates attending will play the role of Senator and introduce a bill to be presented to the Girls Nation Senate.
4. **Objective Goal: Promote** the BGS program to co-contributors for funding for BGS delegates.
   a. **Action Step:** Ask other veterans, civic or booster organizations to aid in sponsoring your BGS delegates.
   b. **Action Step:** Network with schools to help find funding to send delegates.
   c. **Action Step:** Ask parents of past BGS delegates to contribute to the Unit Girls State program. They know firsthand how the program works.
   d. **Action Step:** Have members donate to the BGS Endowment Fund for current and future scholarships.

5. **Objective Goal:** Recruit sufficient volunteer staff in all areas of Buckeye Girls State.
   a. **Action Step:** Volunteer staff come from many different fields, such as education, government, former Girls State participants, ALA members, and anyone interested in furthering the program. Others that participate in the program are counselors, state and local government officials, public officials and speakers who provide guidance in their respective fields of expertise.

GIRLS STATE/GIRLS NATION RESOURCES

- Girls Nation Facebook page: https://www.facebook.com/ALAGirlsNation
- Girls Nation Instagram page: https://instagram.com/alagirlsnation
- Girls Nation Twitter page: https://twitter.com/alagirlsnation
- ALA National website: https://member.legion-aux.org/member/committees/ala-girls-nation

Year-End Report

Annual reports reflect the program work of units in the department and may result in a national award for participants if award requirements are met. **Each Unit Buckeye Girls State chairman is required to submit a narrative report by June 1, 2027, to the Department Buckeye Girls State Chairman,** Gwen Schroeder-Zulch, PO Box 242, Jerry City, OH 43437.

DEPARTMENT AWARD INFORMATION & DEADLINE

Department Unit Award: Due to the ALA BGS Director no later than **June 1, 2027**
Award: Citation Award Certificate
Criteria: Presented to one unit who submits the most outstanding report that best describes how the unit promoted and participated in the American Legion Auxiliary Buckeye Girls State Program. This report must be in a narrative form, not to exceed 1,000 words and may include photographs, newspaper articles, etc.

APPLICATIONS

When you request an application(s), you must complete and **EMAIL** the "2027 Buckeye Girls State Application Request Form". The Girls State Fee is **$350.00** per Delegate if received and postmarked on or before February 15. For application requests postmarked after February 15, the fee is **$400.00** per Delegate. **DO NOT SEND CHECKS WITH APPLICATION REQUEST FORMS—THEY MUST BE SENT WITH DELEGATE AND ALTERNATE FORMS.**

After you receive the application from BGS Coordinator, and you have made your selection of Delegates and Alternates, have completed the Unit Section at the bottom of the application, then take the application to the delegate to complete the remainder of the form. Keep in mind that the application must be signed by the Delegate or Alternate and her parent or guardian, and the deadline for returning the completed application is **April 15**. Delegate applications must have attached to them a $50.00 non-refundable fee from the Delegate. Be sure that the Delegate Medical Record and Consent form along with the Policy on ALA Buckeye Girls State Social Networking and Media Use Form are completely filled out and returned with the Delegate Application. We no longer require a school representative to sign the application.

All applications must be legible. Print clearly and neatly in pen! If we cannot decipher what is written the application will be returned and you may miss deadline dates.

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Secure all necessary signatures! Applications missing any signature will not be accepted
Alternate names and addresses are your responsibility. There are Alternate applications to be completed and sent to Department Headquarters when your selection is completed. Make sure the Delegates selected are going and will be available to attend for the full session of Buckeye Girls State. If for some reason the Delegate selected cannot attend, contact your Alternate immediately. You **must** inform BGS Coordinator of this change immediately. Please note that the $50.00 non-refundable fee will not be returned to the Delegate unable to attend. If a Unit paid the $50.00 non-refundable fee, it will not be returned to the Unit and the Unit will need to pay an additional $50.00 non-refundable fee for the alternate. The Alternate taking a Delegate spot will be required to pay the $50.00 non-refundable fee once her Delegate status has been confirmed.

IMPORTANT INFORMATION TO REMEMBER

Per the Buckeye Girls State Board of Directors NO REFUNDS WILL BE ISSUED UNLESS IT IS AN EMERGENCY AND THEN THE DECISION WILL BE MADE BY THE BOARD AFTE JUNE 1, 2027. Keep in touch with your Delegates!

- Application forms **may PHOTOCOPIED**. If you need **additional applications**, contact the BGS Coordinator at buckeyegirlsstate@alaohio.org and another "Application Request" form will be emailed to you.
- For applications that are lost, destroyed or completed in error, contact the BGS Director.
- Keep copies of all completed applications, both Delegate and Alternate, for your records.
- Complete all information on the application neatly and accurately. Please use a blue or black pen to complete application form. This information is used for subsequent communication with Delegates and Alternates at home and at Buckeye Girls State.
- **Do Not** publicize your selections until the applications are accepted at Department Headquarters.

REPLACEMENT NOTIFICATION

Keep Department Headquarters advised of any changes of Delegates or Alternates. . **You must contact your Delegates by May 31 to make sure they are preparing to attend Buckeye Girls State. The deadline for making changes is June 1**.

ORIENTATION POLICY

It is mandatory for all Delegates and Alternates (who are replacing original Delegates) to attend and successfully complete the Zoom Orientation. Additional information regarding this process will be sent directly to each selected Delegate and Alternate in the Delegate Packet and Alternation Letter. If you have any questions about the BGS Orientation process, please call the BGS Director—Gwen Schroeder-Zulch at (419)-494-7366.

STAYING IN CONTACT

It is your responsibility to stay in contact with your Delegates especially as Buckeye Girls State draws near to make sure they are still planning to attend. Contact your Delegates by May 31 to make sure they are preparing to attend Buckeye Girls State and again early on Sunday, June 6, to be sure they are ready to go. Most Delegates indicate that they have limited contact with their sponsor. Many times, they do not even know a contact name. Please do not let this happen with your Delegates.

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STAFF RECRUITMENT

The number of Delegates accepted for the BGS session will be determined on the ability to recruit adequate staff. Members of the American Legion Auxiliary are encouraged to volunteer as a member of staff. Please complete and return the enclosed Staff Inquiry form. Brief descriptions of the duties of available positions follow.

- **Government Advisor –** This includes City Government Advisors (GA), County Government Advisors, Campaign Process Team, and State Level Advisors (executive, legislative, judicial). Under the leadership of the Director of Government with the Deputy Directors of the various branches of government, advisors assist BGS Citizens in setting up city, county, and state level government. Responsibilities include, assisting with caucuses, managing the election process, and disseminating government instructions. Daily attendance at instructional meetings prepares advisors to perform their required responsibilities. In addition, City Government Advisors work closely with the City Counselor and are both responsible for the Citizens within that City, to aid them in the mission and goals of the program and to assist them in adhering to the rules and responsibilities of Buckeye Girls State. City Government Advisors are housed within the City to which they are assigned. These positions require a weeklong commitment except Campaign Process Team members' responsibilities end with the General Election on Wednesday.
- **City Counselor –** Under the leadership of the Director of Counselors, City Counselors reside in a BGS City and work closely with the City Government Advisor. Along with City Government Advisors, you are both responsible for the Citizens within that City, to aid them in the mission and goals of the program and to assist them in adhering to the rules and responsibilities of Buckeye Girls State while making it a fun learning experience. Daily attendance at instructional meetings prepares each advisor to perform their required responsibilities. These positions require a weeklong commitment.
- **Residence Hall Counselor –** Under the leadership of the Director of Counselors, Residence Hall Counselors reside in a BGS occupied Residence Hall and work closely with the City Counselors assigned to Cities in that Residence Hall. Along with the City Counselors, Residence Hall Counselors are responsible for managing the housing environment, ensuring that all Citizens are where they should be at all times, and assisting the City Counselors in group and Residence Hall activities. These positions require a weeklong commitment.
- **Music –** Under the leadership of the Director of Music and Recreation, Music staff is responsible for working with the Band and Chorus Directors to organize the music and entertainment for all BGS assemblies. You will also assist in auditioning and selecting Citizens for other performances. These positions require a weeklong commitment.
- **Recreation –** Under the leadership of the Director of Music and Recreation, Recreation staff is responsible for working with the Recreation Commissioner in each BGS City to organize recreational activities for the Citizens throughout the week. These positions require a weeklong commitment.
- **Public Relations –** In the Press Media area, you would assist the Director of Public Relations in organizing and tracking press releases, write articles, help with proof reading, cover BGS Workshops, mentor BGS delegates who are working in Public Relations, escort guests and media representatives around the campus, and answer media inquiries. You could be taking photographs and writing captions for social media and/or web page and sorting photos for selection of BGS digital yearbook. This area also produces a daily

newspaper, The Buckeye, and each city PR delegate produces three daily city newspapers. Volunteers are needed to write articles, take photos, edit, proof articles and work in and out of PR office. These positions require capability of walking and stamina as well as a weeklong commitment.

- **Nurse –** Under the direct supervision of the Director of Health (an RN), Nursing staff is responsible for handling Citizen and Staff illness or injuries and some homesickness. Nurses must have a valid Ohio license. Some positions can be part-time.

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American Legion Auxiliary
Buckeye
Girls State

American Legion Auxiliary
Buckeye Girls State
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(740) 452-8245 Ext 4
ohdeptsec@alaohio.org
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www.buckeyegirlsstate.org

BUCKEYE GIRLS STATE ENDOWMENT FUND DONATION FORM

District # _____ Unit # _____ Unit Name _____

Donor's Name _____

Enclosed is a donation in the amount of $ _____ for the Buckeye Girls State Endowment Fund

If donation is in honor of **or** in memory of, send acknowledgment to:

In Honor Of (Person's Name) _____ **or** In Memory Of (Person's Name) _____

Send acknowledgement to: (Next of Kin's Name) _____

Address _____

City _____ State _____ Zip Code _____

Send receipt to:

Name _____

Address _____

City _____ State _____ Zip Code _____

Check # _____ *Date Processed* _____/_____/_____ *Amount* _____ *Certificate: Yes* ☐ *No* ☐

Please make checks payable to **Buckeye Girls State** earmarked **"Buckeye Girls State Endowment Fund"** and send donation to:

AMERICAN LEGION AUXILIARY
BUCKEYE GIRLS STATE
1100 BRANDYWINE BLVD STE D
ZANESVILLE OH 43701

Buckeye Girls State Endowment Fund

Unit Support Needed!

The Buckeye Girls State Endowment Fund was established to provide scholarships to outstanding Buckeye Girls State Delegates. This fund was established through convention action over 20 years ago. Please consider directing some of your Unit monies toward the Buckeye Girls State Endowment Fund.

If your Unit does not wish to make an outright donation, please consider making a donation to the fund in lieu of flowers or a gift. What a nice gesture when a friend, loved one or Unit member celebrates a birthday, anniversary or dies. Also, you might consider a special fund raiser for this purpose.

Special recognition will be given for these contributions:

$ 25.00	**Acknowledgment**
$ 50.00	**Citation**
$ 250.00	**Special Citation**
$1,000.00	**Engraved Plaque**
$5,000.00	**Personalized Engraved Plaque and name placed on a permanent plaque in Department Headquarters**

See the back of page for an Endowment Fund Donation Form.

For additional Donation Forms contact:
AMERICAN LEGION AUXILIARY
BUCKEYE GIRLS STATE
1100 BRANDYWINE BLVD BUILDING D
ZANESVILLE, OHIO 43701