Department of Ohio Plan of Action

POPPY

CITATION OF MERIT

Department of OHIO

REQUIREMENT

CHAIRMAN
Vicky Buck
3537 Torrington St
Hillard, OH 43026
(614) 596-8540
Email: Lt248@aol.com

REPORT DUE TO DEPARTMENT CHAIRMAN BY:	**May 1, 2027**

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)				

1. Our ALA Service for Veterans/Active-Duty/Reserve Military

Line 6	Number of poppies or poppy items distributed	***Unit Records***	**N/A**		
Line 7	Dollars raised from poppies	***Unit Records***	**N/A**	$	$

Narrative Guidelines:

Narrative must be typed written in narrative form.
Narrative must not exceed 1,000 words. (Can be fewer words if program dictates)
Narrative may include photographs, news articles, flyers, Facebook posts, and Unit newsletters.

Answer the following Questions in your narrative.

How many poppies were distributed by your Unit throughout the year and where were these poppies distributed?

_____

_____

_____

_____

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What other poppy items were sold throughout the year, and what were these items? _____

What was the amount of money that was raised by your Unit for the Poppy Fund?

How did your Unit celebrate National Poppy Day? _____

How did you share the Poppy Story with the community?_____

With the Department no longer supplying poppies for Units to purchase, where did your Unit order their poppies from, or did your Unit make a $25 (or more) donation to the Department of Ohio Poppy Fund for the 2026-2027 administrative year? Please be sure to attach your proof of payment to this report or email documentation to Poppy Chairman as listed on the front of the POA. This is a requirement to be eligible for the Citation of Merit.

POPPY

Get Involved

Purpose: The purpose of the Poppy Committee is to educate ALA membership and the public on the significance of the poppy and the program's financial benefit for veterans, military, and their families. *Standing Rules #6, National Committees – Mission Outreach*

Promote the Poppy Program and increase revenue.

- Wear a poppy to promote conversation and interest.
- Educate your community about how funds collected help veterans, servicemembers, and their families.
- Contact local businesses for permission to distribute poppies on their premises. Make sure you have permission for liability purposes; in some instances, permits are required.
- Send a thank you to businesses that allow distribution. Consider using the Poppy Poster thank you cards, available for purchase through Emblem Sales, for your communication.
- Organize a department poppy drive with The American Legion Family. Encourage The American Legion, Sons of The American Legion, Legion Riders, and ALA Junior members to join poppy distributions in your community.

Educate your community on the meaning and history of the poppy.

- Using the image and story of the Flanders Field poppy to educate people about the sacrifices of our military servicemembers helps us raise awareness of the Legion Family and connects us to our mission in the eyes of the public.
- Promote the ALA Poppy Poster Contest in your local schools and youth groups.
- Promote the Little Miss Poppy Contest to Juniors in your unit.
- Offer to speak at local civic engagements about the meaning and significance of the poppy and how Poppy Funds help veterans, servicemembers, and their families.

Celebrate National Poppy Day

- Wear a red poppy all day and tell everyone why.
- Distribute poppies to friends, co-workers and family and tell everyone why.
- Tell the story on Facebook of who you are wearing your poppy to remember or support on National Poppy Day®. Don't forget to tag us! #PoppyDay #LegionFamily
- Accept a poppy and donate if you see a member of The American Legion Family in your neighborhood distributing poppies.
- Distribute National Poppy Day material and make it available to members.
- Organize a poppy distribution at local Memorial Day Ceremonies. Make sure to wear your Auxiliary branded apparel to help tell everyone who you are.
- Invite a local dignitary to lay a poppy wreath at a memorial in your community and invite unit members to be present. Consider singing patriotic songs or other ways to involve your unit members.
- Contact local legislative offices to announce poppy distribution days, and request proclamations declaring Poppy Days in your community. (Please see Poppy Day Resources for more information).
- For more information and resources, visit https://member.legion-aux.org/member/committees/poppy/poppy-days

Increase the number of poppy makers in your community.

- Set up meetings with recreational and occupational therapists at local U.S. Department of Veterans Affairs medical centers (VAMCs), Community Based Outpatient Clinics (CBOCs), or community hospitals to incorporate poppy making into their therapy programs.
- Distribute "How to Recruit New Poppy Makers" promotion information.
- Partner with The American Legion to recruit poppy makers within their post homes and departments.
- Post information on "How Veterans Can Make Money by Making Poppies" in local VA homes, medical centers, clinics, nursing homes, and other community organizations that house and care for veterans.

POPPY RESOURCES

- Poppy National Facebook page: https://www.facebook.com/groups/ALAPoppy
- ALA National website: https://member.legion-aux.org/member/committees/poppy

Year-End Reports

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 Poppy chairman is required to submit a narrative report by May 1, 2027, to the Department Poppy Chairman.** (address on front of POA)

NATIONAL AWARD INFORMATION & DEADLINE

Most Outstanding Unit Poppy Program – one per division. The Unit Poppy Award Plaque winner will be sent on to National to compete for this National Award.

Little Miss Poppy – see the criteria listed under Department Award Information & Deadline for specific guidelines and requirements.

Poppy Poster Contest – see the criteria listed under Department Award Information & Deadline for specific guidelines and requirements.

DEPARTMENT AWARD INFORMATION AND DEADLINE

Unit Poppy Award – The Unit Poppy Chairman will submit an entry for judging.

- The Unit Poppy Chairman in each class reporting their Best Unit Poppy Program will receive an award at Department Summer Convention.
- Each entry should cover all phases of the Poppy Program as described in the Plan of Action.
- Each entry must be typewritten in narrative form, not to exceed 1,000 words and include a completed National Cover Sheet. Please include word count.
- Entry to be judged at department level and may be sent to National for further judging.
- Entry is due to the Department Poppy Chairman by **May 1, 2027**.

Little Miss Poppy Contest – Ages 6-12

Little Miss Poppy award submissions are now electronic to address postage and material cost considerations. Please refer to the rules below for submission requirements and deadline information.

- Participant must be between 6 and 12 years of age as of June 1 and be a **JUNIOR MEMBER** in good standing of the American Legion Auxiliary.
- Promotional activity of the Poppy story must occur through the American Legion, the American Legion Auxiliary, and the community during the timespan of May 1 of the current year to April 30 of the following year.

- For National Little Miss Poppy consideration, participant must submit a Little Miss Poppy award electronic application with supporting documentation.
- All entries are due by 5 p.m. on June 1, 2027.
- In addition to the information on the award application, please include documentation on the criteria below. Accepted formats are Word document, Google Slides, or .pdf. PowerPoint presentations may also be uploaded via Google Slides. For more information on Google Slides, please visit https://www.google.com/slides/about/.
- Judging Scrapbook criteria:
    - The memorial poppy must be visible in all promotion and publicity submitted.
    - There is no specific dress code or dress color for Little Miss Poppy.
    - Promotion of the Poppy Program: What did you share and do?
    - Publicity of poppy activities (newspapers, radio/TV, etc.)
    - Submitted file must include the following information (both pictures and descriptions.
        - What I learned during my time as Little Miss Poppy?
        - How did I share the story of the poppy with my community?
        - What does the poppy mean to me?
        - What activities did I attend to promote the poppy and its meaning?
    - Age-appropriate originality with considerations for neatness and creativity.
- The Department of Ohio will honor all Little Miss Poppys that participate in this program with a certificate. Please be sure the Little Miss Poppy name, sponsoring Unit, and report is sent by email to the Poppy Chairman as listed on front of this POA. Further information may be included in the future Bulk Mailing.
- If a National winner, Little Miss Poppy is invited to appear at the ALA National Convention, immediately following her selection, and if so chooses, will travel at her own expense.

Poppy Poster Contest

Units shall sponsor contests in local schools. When schools do not conduct activities, other youth groups – including Junior members – may participate under direct supervision of the Unit. The Unit chooses their winning entry and must be sent to Department Poppy Chairman by **May 1, 2027**.

Contest classes are:

Class I	Grades 2 & 3	Class V	Grades 10 & 11
Class II	Grades 4 & 5	Class VI	Grade 12
Class III	Grades 6 & 7	Class VII	Students with *Special Needs
Class IV	Grades 8 & 9		



*Special Needs is defined as:

- Those in special education classes
- A student recommended for special education classes but who has not been admitted due to waiting list or various other factors.
- A child identified as having a disability, but not in a special education class due to lack of facilities. Identification is contingent upon discretion of school officials.

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Poppy Poster Requirements

1. Each poster shall have a fitting slogan not to exceed ten (10) words. The articles "a, and, an, the" are ***not to be counted*** as words. The words "buddy" and "buy", ***cannot*** be used.
2. The words "American Legion Auxiliary" must be used in the design of the poster and will not be counted in the (10) word count.
3. Each poster must include a red poppy.
4. The poster shall be on 11"x14" poster board. (Drawing paper will not be accepted).
5. The United States flag may be used, as long as there are no infractions of the flag code.
6. Posters will be judged using the following criteria:
   - ✓ 50% - Poster Appeal (layout, message, originality)
   - ✓ 40% - Artistic Ability (design and color)
   - ✓ 10% - Neatness
7. Media used shall be watercolor, crayon, powder or oil paint, handmade paper cutouts, ink or textures, acrylics, pencils, or markers.
8. ***Written in ink*** on the back of the poster (not attached) shall be the class in which the entry is submitted, the name, address, age and grade of the contestant and the name of the department. Each Poppy Poster must have the Poppy Contest - Cover Sheet attached and complete with all information and signatures.
9. **Submissions become the property of the American Legion Auxiliary.** Through submission of artwork, contestants and their legal guardians' grant non-exclusive reproduction and publication rights to the works submitted and agree to have their names and artwork published for commercial use without additional compensation or permission.
10. The poster shall be the work of only one individual.
11. The label "In Memoriam" from the veteran-made poppy ***may not be used***.
12. While ALA representatives will do their best to return all posters, it is not guaranteed. We recommend participants take a picture or scan their poster for their records.

The Shelley Riggs Plaque - ***Best All-Around Poppy Program***

- A plaque will be awarded to the Unit who submits a ***SCRAPBOOK*** based on the "Best All-Around Poppy Program."
- Scrapbook must be 8-1/2" X 11" with cover page to include: Unit name and number, address, District number, creator's name, and the date. Scrapbook should include photos, articles, newspaper clippings and a 500-word essay on how your Unit promoted the Poppy Program.
- Scrapbooks will be returned at Department Convention or given to the District President.
- Scrapbooks should be sent to the Department Poppy Chairman by **May 1, 2027**.

Senior Poppy Usage Contest and Junior Poppy Usage Contest

The Senior Poppy Usage Contest and the Junior Poppy Usage Contest will be held at the upcoming Mid-Winter Conference. The entries are designs of your own choosing using official ALA poppies and it may be any of the following nature: wreaths, centerpieces, tray favors, etc. This is an opportunity for you to share our creative ideas with others. Attendees at the Conference will vote by a $1.00 contribution per vote.

- All money collected will go to Honor Flight
- A photo of the entry that brought in the most money will be highlighted in the Buckeye Messenger.
- If your Jr/Sr has an entry, but no one is coming to Mid-Winter, may try to send it with a Unit who is attending.

- Senior entries will only be judged against other Senior Entries, and Junior entries will only be judged against other Junior entries

Senior Poppy Corsage Contest and Junior Poppy Corsage Contest

Get your creative side juices flowing!!!! The Senior Poppy Corsage Contest will be held at the upcoming Mid-Winter Conference. The entries are designs of your own choosing using official ALA poppies. Attendees at the Conference will vote by a $1.00 contribution per vote.

- Each corsage should have the name of the creator, their Unit and District and whether it is a Senior entry or a Junior entry.
- Size: Be approximately 3 ½ x 3 ½ and fit in a standard 4" x 4" corsage box. Any larger will be disqualified.
- Corsages will be used at 2027 Buckeye Girls State Session for the City Mayors.
- If your Unit has an entry, but no one is coming to Mid-Winter, try to send it with a Unit who is attending.
- ***Please note: All Poppy corsages will not be returned unless that is noted at the time your entry is received.***

Changes to how Units Can Purchase Poppies

This year the Department of Ohio will not be selling poppies to the Units as it has done in the past. We find that we do not have enough poppy makers. We have one that is still at Sandusky, his health is declining and he cannot keep up with the amount we need. So, this year, Units will need to purchase the poppies they need from other departments or through emblem sales. A list will be provided for Units at School of Instructions. We are in the process of putting it together.

In order to meet the Citation of Merit requirements, each Unit must send the Poppy Chairman an invoice from where they purchased and paid for poppies or the packing slip. This may be emailed to the Poppy Chairman at LT248@aol.com, anytime. I will be calculating who has turned this documentation in so that they are eligible for Citation of Merit. For those Units that have enough poppies and do not need to acquire more, we are asking that in order to be eligible for the Citation of Merit that the Unit make a donation of $25.00(or more) to the Poppy Fund. Once the donation is made, please send a copy of the donation sheet to the Poppy Chairman to show that the donation was made. Be sure to include the check number in order to be eligible for the Citation of Merit.

Our Poppy Maker will continue to make poppies until he runs out of supplies. As we get them, I will have them for sale at School of Instruction and Mid-Winter Conference. You may purchase them on a first- come first- serve basis at the Poppy table. You must come and purchase them. We will not be holding them or making or making a list of those that want them. You MUST show up in order to purchase them. Please do not email and ask to have them held as we will not hold poppies for anyone.

Poppy Shop

The 2027 Poppy Shop will not happen in March/April. Look for something exciting and new to showcase our Little Miss and Master Poppies to be listed in a later Bulk Mailing.

POPPY POSTER CONTEST
COVER SHEET

Each year, the American Legion Auxiliary (ALA) sponsors a Poppy Poster Contest for students in grades 2-12, including students with special needs. Grade levels are divided into seven classes. One award in each of the seven classes will be presented in each division. Winners will receive $50 and a $50 donation in the student's name will be made to the Children of Warriors National Presidents' Scholarship fund. National winners will be posted at www.ALAforVeterans.org after national convention.

Poster Classes:

Class	Grade Level
I	2 and 3
II	4 and 5
III	6 and 7
IV	8 and 9
V	10 and 11
VI	12
VII	students with special needs

Class competing in: _____

Sponsoring ALA unit: _____

Due date for student to return to ALA unit: _____April 15, 2027_____

To Be Completed by the Student/Parent:

Student Name: _____

Address: _____

Phone:_____

School Name: _____

City/State of School: _____

Parent or Teacher Name and Signature: _____

Auxiliary Use Only (Must be completed for entry to be considered.):
Sponsoring Unit Name/Number: _____

Signature of Unit Poppy Chairman/President: _____

Unit winner due to Department on May 1, 2027 May 1, 2026
Department Signature of Department Chairman: _____

Department winner due to Department Poppy Chairman, Vicky Buck,
3537 Torrington St., Hillard, OH.43026