Ohio Unit Plan of Action

LEGISLATIVE

CITATION OF MERIT

Department of OHIO

REQUIREMENT

CHAIRMAN
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NARRATIVE DUE TO DISTRICT 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)			

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 and news articles.

Answer the following Questions in your narrative.

Did your members subscribe to the American Legion Legislative Action Alerts? _____
If so, how many? _____

Did your members utilize the **Grassroots Action Center** voter voice page from www.legion.org/action. _____
If so, how many? _____

How did you educate members on the legislative issues of the 119th and 120th Congressional legislative agenda promoted by The American Legion? How did your members employ those methods? _____

_____

_____

Did your members write, email, or call their representatives, other than www.legion.org/action on American Legion priorities? _____ How many members? _____ How many responses? _____

***ATTACH Copies of letters sent/received.**

Describe how members were able to connect with their local, state and US officials. What were their successes?

_____

_____

What legislative activities (town hall meetings, legislative receptions, working the polls, etc.) did members attend in your communities? _____

_____

_____

LEGISLATIVE

Get Involved

Purpose: The purpose of the Legislative Committee is to provide information and assistance to American Legion Auxiliary members to advocate for the legislative agenda of The American Legion. *Standing Rule #5, National Committees – Mission Outreach.*

- Visit The American Legion's Legislative Website at www.legion.org/legislative to keep current on legislative priorities.
    - The site contains the Legion's legislative priority sheets and point papers, available for download. The priority/drop sheets outline the Legion's priorities, and you can "drop" these in your elected official's office. The point papers provide more information on the issue and the Legion's position.
- Host a Meet the Candidates Night — a question-and-answer session where all candidates for a specific election are invited to answer questions. It is not intended to be a debate. https://member.legion-aux.org/Member/Committees/Legislative/How-to-Host-a-Meet-the-Candidate-Night
- Sign up for Legislative Alerts: Subscribe to the Legion's Legislative Action Alerts to receive notification when they call on all Legion Family members to take immediate action on a topic https://www.legion.org/action or https://www.votervoice.net/AmericanLegion/Register
- Contact Your Representatives: https://www.votervoice.net/AmericanLegion/Address
- Download a copy of the ALA Legislative Advocacy Guide and follow the suggestions it contains to help build legislative awareness in your community. https://www.legion-aux.org/Member/Guides/Advocacy-Guide

Be aware of the Legislative Points of the American Legion

- Have members subscribe to The American Legion Action Alerts and The American Legion Legislative Update.
- Send messages from www.Legion.org/action Grassroots Action Center.
- Invite the department chairman to your Unit meeting to explain how the department initiates legislative advocacy and how each Unit can play a role.

Educate Unit members by going over the steps outlined by the ALA Legislative Advocacy Guide.
This can be downloaded for free.

- Choose a different legislative priority each month to discuss at the Unit meeting.

- Help members draft letters. The information can be obtained right from the Grassroots Center to send to the representatives.
- Provide copies for the Post too. Mailed letters have a great impact.
- Actively post The American Legion's Legislative Priorities on social media.

Spread Awareness to public officials of your local, state and national American Legion Legislative Agenda.

- Work with your Legion counterpart to make arrangements for Legion Family members to meet with the respective congressional delegation while on recess and in their home districts.
- Complete the Legion's "Congressional Meeting Report Form" following any meeting with your U.S. representative, U.S. senator and/or their legislative staff members. Go to: https://www.legion.org/legislative/aar to complete the form.
- Serve on The American Legion Auxiliary's "National Legislative Mini-Council." Please send the completed Mini-Council form to Judy Leddy so that you can be added to our Ohio group. Zoom meetings will be held to update you on Legion Alerts.

Engage Junior Members

- Assist the Juniors to earn their Grade 9-12 Americanism patch by completing Activity 10 on the Blue Level 3 check sheet.
- Write letters or send emails to the State and U.S. Legislators regarding Veterans or the American Flag Amendment.

LEGISLATIVE RESOURCES

- Legislative National Facebook Group: https://www.facebook.com/groups/ALALegislative
- ALA National website: https://member.legion-aux.org/member/committees/legislative
- The American Legion website: https://www.legion.org/legislative
- ALA Legislative Ohio Facebook Group (for more on Ohio updates and contests) https://www.facebook.com/groups/ALALegislativeOhio

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 Legislative chairman is required to submit a narrative report by April 15, 2027, to the Department Legislative Chairman.** (address on front of POA). Chairman prefers to receive reports by email.

NATIONAL AWARD INFORMATION & DEADLINES

Most Outstanding Unit Legislative Program – one per division. The Emma McBane Plaque winner will be sent by the Department Chairman, on to National to compete for this National Award.

DEPARTMENT AWARD INFORMATION & DEADLINE

Emma McBane Plaque – Presented to the Unit with the best all-around Legislative program based on the annual report form and a Narrative.

Guidelines:

- Entry must be typewritten in narrative form and must tell the story of legislative activism and how it made a difference in the lives of veterans and their families.
- Please include pictures and newspaper articles.

Emma McBane Plaque Guidelines continued**:**

- Please include copies of letters/emails sent
- Entry must include the Legislative Plan of Action Report form page with the Unit Award section completely filled in.

Send to the Department Legislative Chairman Jacie Robinson. Preferred contact is via Email.
Email: **j_l_robinson@yahoo.com**
Due May 1, 2027.

CERTIFICATES

Will be presented to all Unit members, to include all Juniors and young SAL, that have written and/or received replies to letters or emails sent to various legislators. You may include the Activity List of the Confirmation e-mail from the @Votervoice.net – American Legion response. Those replies must be attached to the Legislative Annual Report.

Send to the Department Legislative Chairman Jacie Robinson. Preferred contact is via Email.
Email: **j_l_robinson@yahoo.com**
Due May 1, 2027.

Junior Certificates will be awarded at their Department Junior Convention

Special Member Drawing – Incentive to be awarded at Department Convention

- Any member that has their picture taken with their U.S. House of Representatives or Senators, or local Representatives, will have their name put into a drawing. This picture must be included with the Unit Year-End report with the member's name for the drawing.
- Any member that has communicated with their Reps, sent and/or received an answer, will have their name put into a drawing. You will get an entry for every letter you wrote to include the Activity List from the Confirmation e-mail of the @VoterVoice.net – American Legion response.

If a Unit only completes the Annual Report Form and does not do a narrative, they will still receive credit as having completed a report and be eligible for the Citation of Merit. However, if the report shows all zeros or blank information, this will not qualify as a report.

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! Your story may inspire another member into service. It also helps us tell the world who we are, what we do, and why we matter.