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## **TROPHIES & AWARDS**

(Revised March 2021)

**Note:** *Unless noted in the award requirements, all submissions must be sent to the appropriate Chairperson by May 6th. It then becomes the responsibility of each Chairperson to forward the Summary Sheet as well as the best three reports to the Department Chairperson for judging by the date she selected.*

**Judging:** *Unless noted in the award requirements, the Department Trophies and Awards Chairperson will contact three (3) Past Department Presidents, who remain anonymous to the membership, to objectively review and judge the annual reports prior to the annual convention.*

*Please make sure you follow all instructions listed within the trophy requirements.*

*All attempts will be made to ensure each Department Trophy will be awarded.*

**DEPARTMENT TROPHIES & REQUIREMENTS**

**DORIS FOURNIER PROGRAM TROPHY**

Each Department Chairperson will submit to the Department Trophies & Awards Chairperson, as soon as possible after the return of the yearend questionnaire. The three most outstanding Unit Reports as well as the Summary Sheet. Reports will be evaluated and tabulated and the Unit receiving the highest number of credits will be awarded the trophy.

- PROGRAM CREDITS/POINTS ARE LISTED BELOW

|                              |                                    |
|------------------------------|------------------------------------|
| Children & Youth - 14 Points | Community Services – 8 Points      |
| Rehabilitation - 14 Points   | Publicity -8 Points                |
| Poppy - 10 Points            | Americanism – 10 Points            |
| Legislative – 9 Points       | Radio/Television – 5 Points        |
| National Security – 8 Points | Past President’s Parley – 6 Points |
| Junior Activity – 8 Points   |                                    |

**DEPARTMENT OF VERMONT HISTORY – ROTATING PLAQUE**

Awarded to the Unit for the best HISTORY submitted by the Unit Historian

NOTE: The criteria changes annually based on current Department Historian rules. Watch for them in the Department Bulletin and Department website.

**THE ETHEL DUGAN ROTATING TROPHY:**

For the most outstanding CHILDREN & YOUTH report by due date. Award given to the Unit with membership goal set at 100 members or less. Must include a short narrative of 250-500 words, best year-round children & youth activities (past 12 month only). It can be typed or handwritten.

**PDP AWARD CHILDREN & YOUTH:** Awarded to the Unit with 101 members or more. Must include a narrative of 250-500 words including the past twelve months children & youth activities. Must be typewritten.

**MERLE “TOOTIE” MC DERMOTT PUBLIC RELATIONS:**

Presented annually to the Unit with the best report AND a scrapbook in the PUBLIC RELATIONS PROGRAM.

**EVA BARTLETT TROPHY:** Presented each year to the Unit making the highest percentage of membership goal.

**PEG A. CYR DISTRICT PRESIDENT PLAQUE:** Awarded annually to the District President with the highest percentage of District Goal in membership at the time of judging.

**MAXINE LECOMPTE/ALBERTA KENT CUMMINGS UNIT OF THE YEAR PLAQUE:** Must have completed and/or participated in the following:

- Reached the Membership goal by January 31<sup>st</sup> which should include some juniors
- Made the following Department Contributions:
  - Children & Youth
  - Delegates Fund
  - Bonding
  - Donated to Department Presidents Project
  - Poppy proceeds sent into Department received in previous year
  - Poppies ordered for the current year
  - Some activity reported from each program
  - Roster of Officers & Chairperson for current year on file at Department. Headquarters

Judging will be based on the Summary Reports submitted by Department Chairperson and records maintained at Headquarters.

**MARION TEAGUE JUNIOR AUXILIARY ROTATING TROPHY:**

Awarded to the Junior Unit with the best History. Trophy to be presented at Junior Auxiliary Conference if one held, otherwise at Department Convention.

**IRENE TRAYAH COMMUNITY SERVICE PLAQUE:**

A rotating plaque to be awarded to the Unit reporting the best year-round Community Service Program. Report to be in narrative form not more than 500 words. TYPEWRITTEN, giving the Unit name, number, Unit Chairperson’s name and address. NEWSPAPER Clippings AND PICTURES TO BE INCLUDED. This report must be mailed to the Department Community Service Chairperson no later than May 6<sup>th</sup>.

**MABEL PEARSON REHABILITATION TROPHIES:**

One for Unit OVER 100 members with the best report for the year.  
One for Unit UNDER 100 members with the best report for the year.

**EMELINE MORRISSEY GIRLS STATE TROPHY:**

Awarded annually to the Unit who sponsored the Governor for ALAGMGS.

**VIRGINIA SHAMBO ROTATING CHAPLAIN AWARD**

- |  |           |
|--|-----------|
| 1. Must hold opening and closing prayers at ALL meetings   | 25 points |
| 2. Must contribute to a church in your community or attend the Memorial Day service as a Unit.   | 15 points |
| 3. Must hold a Memorial Service for deceased members.<br>(This is not just draping your charter or going to funeral homes & conducting service. This is a service conducted just like the one held each year at Department’s Convention only on a Unit level).         | 40 points |
| 4. Must enter a prayer book for judging. Prayer book must be white with the Auxiliary Emblem in the middle. Notebook size (8.5X11). Pictures may be used, but please no obituaries. You may include a printed list of the names of your deceased members for the year. | 20 points |

**LOIS COUTTS NATIONAL SECURITY TROPHY:**

To be awarded to the Unit with the best National Security Narrative Report.

- Financially supporting the USO & POW/MIA
- Honoring Policeman and/or Fireman
- Typewritten or legibly handwritten

**ANN BERRIO PAST PRESIDENTS PARLEY PLAQUE:**

To be awarded to the Unit that gave care or consideration, in any manner, to a woman veteran, whether in her home, a nursing home, VA Hospital, Vermont Veterans Home in Bennington or wherever. All questions must be acknowledged on report. A short narrative must be written about what the Unit did for this woman veteran and the report must include the Unit's name and number, as well as the name of the Unit's Past Presidents Parley Chairperson.

**PAST DEPARTMENT PRESIDENTS' POPPY PLAQUE –**

To be awarded to the Unit with the best poppy program. (Note – this award has been picked up by the Past Department. Presidents and will be updated.)

**SERVICE TO VETERANS PLAQUE – DEPARTMENT OF VERMONT**

1. The Unit or member **MUST** have received the **SERVICE TO VETERANS ORIENTATION COURSE**.
2. The Unit submitting the best year-round report of service to the Veterans in their community. This can include local hospital, halfway houses, the Vermont Veterans Home in Bennington and the Veterans' own home.

This is for Units whose goal is 101 members or more that was set by the Department of Vermont.

## **DEPARTMENT OF VERMONT AWARD**

The Unit must submit a narrative indicating their participation in all three programs listed below:

- VA & R
- Service to Veterans
- Rehabilitation

## **BETTY HALEY - #1 Goal District President Plaque** (Two plaques)

To be awarded to the District President whose district make 100% goal first.

- SMALL PLAQUE – to be given to the District President to keep
- LARGE PLAQUE – rotating plaque to be given each year to the first District to make 100% of membership goal.

## **VERNA DUPREY LEADERSHIP AWARD:**

To be presented to the Unit with the most outstanding Leadership Program.

### **RULES:**

- Unit shall have read department Bulletin LEADERSHIP message at meetings.
- Unit shall have held a Leadership workshop OR
- Had some members in attendance at the Leadership Workshop offered by the current year Department Chairperson
- Must submit a short narrative describing how the Leadership Program was performed in the Unit in carrying out the program and accompanied by the Unit YEAREND REPORT.

## **BETTY BAGINSKI AMERICANISM PLAQUE:**

To be awarded to the Unit who reports the most outstanding Americanism Program within the community and includes the following:

- Contribution to the Spirit of Youth Foundation
- Promotion of Flag Etiquette
- Promotion of the Americanism Essay Contest

Pictures and original clippings from a newspaper on any project, which include the date and name of publication may be added but NOT mandatory.

**TERRI ANN CHRISTIE AMERICANISM TROPHY:**

Awarded to the Unit that included Junior Members in their Unit Americanism Programs. A typed narrative must be submitted describing their program and how they included their Junior Member. You may include pictures with this report. Send report to the Americanism Department Chairperson.

**NOTE: You do not have to have an installed Junior Unit, just active Juniors.**

**CHRIS HOWARD ROTATING AUXILIARY EMERGENCY FUND PLAQUE:**

This is a rotating plaque to be awarded to the Unit with the best yearend report and narrative. The narrative for this plaque should be handwritten or typed, 150 words or more on the Unit's promotion of this program and how the goal was accomplished. Narrative must include the Unit's name, number and address, as well as the Chairperson's name.

**LYDIA ROBERTS CONSTITUTION & BYLAWS AWARD:**

To be awarded to the Unit with the best report.

- Does your Unit recite the Preamble during opening ceremonies? (10 pts.)
- Does your Unit explain the meaning of Preamble to your new members? (10 pts.)
- Does your Unit explain the Unit Constitution & Bylaws to new members? (10 pts.)
- Does your Unit take time to explain to the members how to write an amendment and how to write a resolution? (10 pts.)
- Does your Unit, on a regular basis, take time answer any and all questions, members have regarding the workings of the American Legion Auxiliary? (10 pts.)

Please write a narrative of at least 200 words in regards to how you, as Unit Chairperson, present a study of your Unit documents to your Unit members. Describe what tool(s) you used as well as what method(s) you used, and whether you believe this study was beneficial to the members. Please include all aspects of your Unit document, including how to amend said document. This narrative is worth 50 points.

**BARBARA H. TREPANIER LEADERSHIP TROPY: UNIT and UNIT PRESIDENT'S VETERANS PROJECT: Plaque to include Unit President's name. Pin for the Unit President.**

To encourage leadership in the American Legion Auxiliary, this award will be presented to the Unit and the UNIT PRESIDENT who organizes and completes the best Veteran's PROJECT or ACTIVITY in the current administrative year.

A short, typewritten narrative must be sent to the Department Rehabilitation Chairperson. Include VA&R, Service to Veterans and Rehabilitation annual reports to show how this was reported. If there has been publicity for the project, a newspaper account(s) may be submitted which includes the date(s) and name(s) of the publications(s). Include sources of donations and expenses in the report, the amount raised if a fundraiser, and the number of veterans served. Any special event or activity will be considered.

Must be signed at the bottom of the narrative report by the Unit President and/or VA&R, Rehabilitation, or Service to Veterans Chairperson.

**LYNN BARNES DEPARTMENT OF VERMONT CHAIRPERSONS YEAREND ROTATING TROPHY: This trophy will be awarded and rotated annually. The qualifications are:**

- Current Vermont Department Chairperson (PDPs are excluded)
- Submittal of a narrative YEAREND REPORT to Department Headquarters and to the Trophies & Awards Chairperson by the cutoff date of May 6<sup>th</sup>.
- Report is not to exceed 500 words
- Must use WHITE 8 ½ x 11 bond computer paper.
- Black ink only
- No pictures, photographs or graphics are allowed.
- Must be typed and/or computer generated.
- Must include Unit and Department accomplishments in their respective chairmanship.
- Monies, donations and other such information, if applicable, must be part of the narrative and NOT listed separately
- MUST BE SIGNED and dated at the end of the report.



## AMELIA (AMY) MASON PHOTO HISTORY AWARD

Unit Histories are due to the Department Historian by THEIR due date.

- Use a standard three (3) ring binder, blue or black with  
2 ½ or 3” Auxiliary Emblem on the front cover 2 points
- Title page must contain the following:  
History of \_\_\_\_\_ (Unit name & number, and Unit Historian’s name) 2 points
- Forward or dedication (5) points
- Photo Contents (Photographs Only) 75 points  
Photos MUST cover from May 1<sup>st</sup> to April 30<sup>th</sup> of current year  
MUST have complete coverage of Unit Activities  
Chronological arrangement  
Date should appear under the photographs
- Appearance of book 10 points  
Each grouping of pictures must be clearly identified  
Neatness  
Clarity of wording on captions  
Originality
- Index MUST be alphabetized and placed before the signature page - 4 points
- Last page MUST be a separate sheet with only the signatures of the Unit President  
and the Unit Historian. – 2 points

There WILL BE NO SPECIAL EFFECTS with the TYPEWRITER or COMPUTER.

Legibly handwritten is acceptable.

**NOTE: There will be an award for the Senior and the Junior Auxiliary.**

**LORRAINE “RANI” GRAY VOLUNTEER OF THE YEAR ROTATING PLAQUE:**

Presented annually to the Unit of any member in good standing, regardless of the position(s) previously held.

- Submit a narrative to the Trophies & Awards Chairperson by due date
- Must cover only the current year
- May be typed or handwritten
- Pictures, newspaper articles, certificates and letters of appreciation may be included

**PAT SHERMAN EDUCATION AWARD:**

To be awarded to the Unit whose report reflects the most outstanding Education Program within the community. Unit must write or type a brief narrative of their Education Program. Included in the narrative must be examples of your Unit participation in the categories noted below. You may include monies spent or donated as well as hours, if appropriate. This narrative is to be submitted with your Education yearend report. You may also include anything else in the Education Field not listed below in your narrative. Scoring is done on a point basis for a total of 100 points. In case of a tie in points, selection will be made by the Past Presidents on the content of the narrative.

- |   |           |
|---|-----------|
| 1. Scholarship Program -  | 30 points |
| a. Distribution of available scholarships to at least one school    |           |
| 1. National President scholarship –                                 | 5 points  |
| 2. Spirit of Youth –  | 5 points  |
| 3. Non-Traditional –  | 5 points  |
| 2. Participation in at least one of the following National Programs | 15 points |
| a. Literacy   | 5 points  |
| b. Classroom Mentoring and Reading                                  | 5 points  |
| c. Veteran in the classroom   | 5 points  |
| 3. Participation in at least one of the following:                  | 30 points |
| a. American Education Week  | 10 points |
| b. Teacher Appreciation Week  | 10 points |
| c. Educator of the Year   | 10 points |

- 4. Distribution of available resources to schools 25 points
  - a. Guide for parents/students 5 points
  - b. Comic Books 5 points
  - c. American Video 5 points
  - d. American Legion Auxiliary  
Scholarship brochures 10 points
- 5. BONUS points:
  - a. Supporting the Oratorical program of the American Legion 10 points
  - b. Junior participation in Education programs of their Auxiliary Unit 10 points

**JANET OSMER ORGANIZATIONAL SUPPORT POD AWARD**

- Did your Unit submit a history book 10 points
- Did your Unit complete a yearly audit 10 points
- Did your Unit distribute the Past Presidents Parley Scholarship 5 points
- Department & Unit Constitution & Bylaws Standing Rules:
  - Explain and practice how to make a motion 5 points
  - Explain responsibility of each chairpersonship 5 points
  - Explain the meaning of the Preamble 5 points
- Parliamentary:
  - a. Did the Chairperson speak on Protocol 10 points
  - b. Are these on your table at each meeting:
    - National, Department & Unit Constitution & Bylaws 10 points
    - Roberts Rules of Order (now 12<sup>TH</sup> Edition) 10 points
    - Department Guidebook 10 points
- Answer all of the questions and send it to  
the Trophies & Awards Chairperson 20 points

### **CANDY HUSEMAN LEGISLATIVE PLAQUE:**

To be awarded to the Unit with the best report to include:

1. Action including copies of letters sent to Senators & Representative (National & State) in support of legislation for our Active Duty, Veterans & their families, especially when so requested by the American Legion and/or the American Legion Auxiliary. Bonus points will be given for copies of letters and/or emails received from Senators & Representatives.
2. Copies of letters placed in newspapers, bulletins, post newsletters, etc. to bring about awareness to the public of problems requiring support to Active Duty, Veterans and their families.
3. Report any special programs your Unit did to promote Legislative activities for the good of the Community, State and Nation, preferably during the month of January (but not mandatory) which is our legislative month.
4. Report any “Get Out the Vote Programs” your Unit may have done, to include posters, letters to the editor, and assisting at the polls, bringing people to the polls, etc.

#### **POINT SCORING SYSTEM FOR TROPHY:**

50 Points – for each copy of letter or email sent to a Senator or Representative

25 points – for each copy of a reply from Senators or Representatives

25 points – for each copy of a letter to the editor, bulletin message, post newsletter, etc. supporting Veteran Legislation

25 points – for a short narrative on your GET OUT the VOTE program

25 points – for a narrative on any special programs promoting Legislative activities

Bonus points (10) for each Legislative activity done in the month of January.

### **DEB TIERNAN AWARD FOR “SERVICE NOT SELF”**

A rotating plaque awarded to a Unit that best exemplifies the following:

Who we are, what we do, and why we matter!

Please send a narrative (include pictures) describing what your Unit did this year in supporting the many programs of the American Legion Auxiliary. Show your pride in being members of the world’s largest women’s service organization. Remember, “In the Spirit of Service, Not Self”.

## **ELAINE MACKENZIE VETERANS & MILITARY SUPPORT ROTATING PLAQUE**

This plaque is awarded on a point system and is to be awarded every year. Refer to the current Plan of Action Guidance.

| <b>Legislative:</b>   | <b>#Points</b> |
|---|----------------|
| Subscription to Dispatch  | 3              |
| Updated members on American Legion's Legislative Agenda                   | 3              |
| Contacted legislators advancing American Legion's Legislative Agenda      | 3              |
| Participation in Get Out the Vote   | 3              |
| Involved Juniors in Legislative Program                                   | 3              |
| Bonus Points, based on narrative  | 4              |
| <br>  |                |
| <b>National Security:</b>   |                |
| Supported Active-Duty Military and their families                         | 3              |
| Supported the USO   | 3              |
| POW/MIA initiatives   | 3              |
| Host/participate emergency response training                              | 3              |
| Support First Responders in your community                                | 3              |
| Bonus Points, based on narrative  | 4              |
| <br>  |                |
| <b>Poppy:</b>   |                |
| Increased number of poppies ordered                                       | 3              |
| Participated in Poppy Contest   | 3              |
| Participated in Poppy Poster Contest                                      | 3              |
| Had a Little Miss/Miss Poppy  | 3              |
| Submitted a Little Miss/Miss Poppy Book                                   | 3              |
| Community education of the Poppy Program                                  | 3              |
| Creative method of Poppy Distribution                                     | 3              |
| Involved Juniors in Poppy Distribution                                    | 3              |
| Bonus Points, based on narrative  | 4              |
| <br>  |                |
| <b>Veterans Affairs and Rehabilitation:</b>                               |                |
| Participated in gift shops, either through participation or Contributions | 3              |
| Creative Arts Festival, participation and/or contributions                | 3              |
| Regularly Scheduled volunteers at VAMCs                                   | 3              |
| Number of hours volunteering at VAMCs                                     | 3              |
| Held Service to Veterans Training   | 3              |
| Number of hours in Service for Veterans                                   | 3              |
| Participated in caregiver support   | 3              |
| Participation in Job Fairs  | 3              |
| Bonus Points, based on narrative  | 4              |

**LYNDA FARMER'S BARNYARD UNIT TROPHY – Revised 2019**

Requirements are as follow:

Did your Unit send any representative(s) to:

|                                      |           |
|--------------------------------------|-----------|
| June Convention                      | 10 points |
| June DEC (Pre- and Post- Convention) | 10 points |
| Midwinter Conference                 | 10 points |
| Midwinter DEC                        | 10 points |
| July DEC                             | 10 points |

Did your Unit have any representative(s) that attended the:

|                   |           |
|-------------------|-----------|
| June Banquet      | 10 points |
| Midwinter Banquet | 10 points |

Does your Unit have any:

|                                   |           |
|-----------------------------------|-----------|
| Department Current Chairperson(s) | 15 points |
| Past Department Presidents        | 30 points |

Did your Unit have a/an:

|                          |                              |
|--------------------------|------------------------------|
| Early Bird Dinner        | 10 points                    |
| Birthday Dinner          | 10 points                    |
| Veterans' Day Dinner     | 20 points                    |
| Invite Guests to Dinners | 10 points (165 Total Points) |

**PRISCILLA KLEESPIES POPPY AWARD**

|   |           |
|---|-----------|
| Did you purchase poppies already made or did you buy kits?  | 5 points  |
| Did you buy kits and make them yourselves?  | 20 points |
| Did you distribute poppy's at public area?  | 15 points |
| Did you take pictures? If so, are they included?<br>(printed pictures on paper are fine)                              | 5 points  |
| Did you include homemade articles?  | 5 points  |
| Did you write one or two paragraphs on how they used the poppy<br>though the year like [corsages, center pieces etc.] | 20 points |
| Printed pictures on paper included.   | 5 points  |
| Did they take part in the poster contest and vote<br>for a poppy queen or king?                                       | 25 points |

100 points is the highest you can get. The Unit with the highest points is awarded the plaque.

## **HISTORIAN HISTORY AWARD**

Introduction: POINTS 10

1. Title page

A. History of Unit \_\_\_\_\_

B. Name of Unit Historian for 2020-2021 \_\_\_\_\_

C. Date \_\_\_\_\_

2. Forward or Dedication

3. Photograph of Unit President – 4 x 6 photo under their name

4. Prayer

5. Pledge of allegiance to the Flag of the United States of America

6. First verse of the "Star Spangled Banner"

7. Preamble to the Constitution of the American Legion Auxiliary

Historical Content: POINTS 70

**\*\*THIS IS WHERE YOU START NUMBERING YOUR PAGES\*\***

1. List of UNIT Officers

2. List of UNIT chairpersons

3. List of elected Department Officers from your UNIT

4. List of Department Chairpersons from your UNIT

5. List of National Officers and Committee Appointments from your UNIT

6. List of Awards your UNIT received at 2020 Department Convention

7. List of Awards your UNIT received at 2020 from National Convention

8. The history shall be written as a factual narrative

9. The signature of the UNIT Historian is to immediately follow the final paragraph

Appearance: POINTS 10

1. Cover: Blue binder for loose-leaf paper, with 2x2 inch gold foil American Legion Auxiliary Emblem centered on the cover

2. Paper: Plain white bond

3. Page numbers should begin on the first page of the Historical Content. They should be centered at the bottom of the page.

4. All spacing shall be double-spaced, with the exception of the introductory pages - Title page through the Preamble of the Constitution, which shall be centered in the middle of the page.

5. Typing: Black ribbon only. Erasers are permissible. Standard typewriters, word processors or computers may be used.

Arrangement: POINTS 10

1. Written in third person
2. Clear, concise and correct spelling
3. NO decorations, special effects with typed method or newspaper clippings.