



American Legion Auxiliary  
**END OF YEAR IMPACT REPORT FORMS**  
2017-2018

***Why report these numbers?***

Every hour, every dollar that ALA members invest in our mission of helping veterans adds up. It not only gives each member a sense of pride in belonging to the world's largest patriotic women's organization, but it allows us to demonstrate our effectiveness to the world. Each small sum of numbers gets added into the collective numbers that are called Impact Numbers. These numbers proclaim our impact and help make membership in the ALA meaningful.

These numbers are also reported to The American Legion which includes them in its annual report to Congress. To make this process easier for you, it was simplified and the form has been condensed to include only essential information. If you aren't sure, giving an estimate is better than not reporting at all.

***How to complete the Impact Report Form***

1. **Each ALA member** should fill out the Member Form and give it to her unit president. This usually happens in April, but check with your unit.
2. The unit president (or her designee) compiles all of the member data on the Unit Form and adds any additional data not reported individually by unit members. This form then gets forwarded to either the district/county (if applicable) or department, which compiles all the records.
3. It is more important that you report information in one section of the form only, rather than worry if you have selected the right category. For example, if you provide a service for children, it should go in either Service for Military Families (for example, camps for military children only) or Service for Children & Youth (Legion Family camps for all children) but not in both places.
4. Please round to whole dollar values (for example, \$155).

***Report Simplifications***

1. All service for all military whether active duty, retired, or reserve is now combined in one section.
2. Each section has better defined examples of the service that should be reported.
3. **For units, districts/counties, and departments:**  
"Line numbers" and "Obtain Total From" columns have been added to help in transferring data from form to form. For example, units can find the number of Volunteer Hours for Military Families on Line 5 of the Member Form.

**A helpful monthly tracking worksheet is available on the national website under the Members Only section: [www.ALAforVeterans.org](http://www.ALAforVeterans.org)**

**Thank you for taking the time to REPORT your VALUABLE SERVICE  
and helping us TELL OTHERS about our INCREDIBLE IMPACT!**

# MEMBER Year-End Impact Numbers Report

I am a member of Unit # \_\_\_\_\_ Unit Name \_\_\_\_\_

Department \_\_\_\_\_

My name \_\_\_\_\_

Here is what I did in the 12 months from MAY 1, 2017 TO APRIL 30, 2018.

1. **My ALA Service for Veterans/Active-Duty/Reserve Military** (Examples include hours volunteering at the VA (including VAVS), shopping for and preparing care packages for deployed troops, helping wounded warriors and elderly veterans at home, providing transportation, military send-off and welcome-home events, parades, projects for homeless veterans, activities related to distributing poppies, recording veteran histories, raising money for the Veterans Creative Arts Festival, fundraising events that benefit veterans (such as Walk, Run & Roll), assisting with veterans hiring fairs, advocating for The American Legion legislative agenda that supports veterans and the military.)

Line 1 Hours I volunteered: \_\_\_\_\_

Line 2 Dollars I personally spent/donated: \$ \_\_\_\_\_

Line 3 Number of veterans/military I assisted: \_\_\_\_\_

Line 4 Number of "Veterans in Community Schools" presentations I facilitated: \_\_\_\_\_

2. **My ALA Service for Military Families:** (include programs specifically for military and veterans' children, helping Family Support Groups, supporting adopt-a-military-family projects, military spouse hiring fairs, organizing and delivering hero packs, providing child care for military activities, distributing Blue Star Banners, providing G.I. Josh dogs)

Line 5 Hours I volunteered: \_\_\_\_\_

Line 6 Dollars I personally spent/donated: \$ \_\_\_\_\_

Line 7 Number of military families I served: \_\_\_\_\_

3. **My ALA Service for Youth** (examples: Jr. Activities, classroom and patriotic activities for children, camps open to all children, raising funds for or promoting Legion Family activities like Girls State)

Line 8 Hours I volunteered for Girls State: \_\_\_\_\_

Line 9 Hours I volunteered for all other Legion Family youth activities: \_\_\_\_\_

Line 10 Dollars I personally spent on goods for youth activities (parties, backpacks): \$ \_\_\_\_\_

Line 11 My direct cash aid to help a needy child: \$ \_\_\_\_\_

Line 12 Number of children/youth served: \_\_\_\_\_

Line 13 Dollars I donated to all other child service charities (ex: Make a Wish, St. Jude's): \$ \_\_\_\_\_  
Do not include donations to American Legion funds—these are reported by the Legion.

4. **My Service Representing the ALA in My Community** (examples: blood drives, walks/runs, food pantries)

Line 14 Total number of hours for any service not included in Sections 1 through 3: \_\_\_\_\_

Line 15 Total dollars spent for any service not included in Sections 1 through 3: \$ \_\_\_\_\_

5. **Mileage**

Line 16 Miles driven in providing my above ALA service (not attending regular meetings): \_\_\_\_\_

When completed, send to: \_\_\_\_\_ by \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(Get name and date from unit)

**CONGRATULATIONS – YOU DID IT!**  
**THANK YOU FOR ALL YOU DO AND FOR REPORTING YOUR SERVICE!**

## AMERICAN LEGION AUXILIARY TRACKING WORKSHEET – MEMBER

Use this worksheet to track your monthly service for veterans, military and their families.  
Transfer your "Year-End Total" to the Member Year-End Impact Numbers Report for submission to your unit.

	May	June	July	August	September	October	November	December	January	February	March	April	YEAR-END TOTAL	Transfer to Member Year-End Impact Numbers Report
<p><b>NOTE:</b> Use this worksheet to keep track of your service.</p>														
<b>MY ALA SERVICE FOR VETERANS/ACTIVE-DUTY/RESERVE MILITARY</b>														
Hours I volunteered														Line 1
Dollars I personally spent	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 2
Number of veterans/military I assisted														Line 3
Number of "Veterans in Community School" presentations I facilitated														Line 4
<b>MY ALA SERVICE FOR MILITARY FAMILIES</b>														
Hours I volunteered														Line 5
Dollars I spent	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 6
Number of military families I served														Line 7
<b>MY ALA SERVICE FOR YOUTH</b>														
Hours I volunteered for Girls State														Line 8
Hours I volunteered for all other Legion Family youth activities														Line 9
Dollars I personally spent on goods for youth activities (i.e. parties, backpacks)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 10
My direct cash aid to help a needy child	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 11
Number of children/youth I served														Line 12
Dollars I donated to all other child service charities	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 13
<b>MY SERVICE REPRESENTING THE ALA IN MY COMMUNITY</b>														
Number of my hours for any service not included in Sections 1-3 above														Line 14
Dollars I spent for any service not included in Sections 1-3 above	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	Line 15
<b>MILES DRIVEN IN PROVIDING MY ABOVE ALA SERVICE</b>														
Mileage														Line 16

Find tracking forms for members, units, districts/counties and departments online at [www.ALAVeterans.org](http://www.ALAVeterans.org) under Members Only.