

12th District Missouri

2021 - 2022



Department of Missouri
Veterans of Foreign Wars

SCHOOL OF INSTRUCTION

Purpose/Objectives:

- **Provide Commanders with a clear explanation of their duties and responsibilities.**
- **Discuss Department and National objectives for the 2021-2022 year.**
- **Explain requirements of all VFW Programs and expectations for Program Chairmen.**
- **Provide Commanders with the tools to ensure a successful year.**

As part of this School of Instruction, the 12th District leadership decided to break the box. We will discuss a few topics with the Auxiliary as they affect both organizations.

**The Missouri Online Reporting System,
Patriots Pen, the Voice of Democracy, and
Teacher of the Year Entry Processing.**

**Far too many mistakes are made at Post Level in these
Programs.**

Community Activities Program

Community service is a program sponsored by a VFW Post or Auxiliary that benefits the city, community, other organizations, institutions or individuals not affiliated with the VFW or its Auxiliaries.

Community involvement is essential for a Post to survive and grow. Being active in the community builds a good strong lasting relationship with the people. A Post will grow because of what they do.

The projects that a Post or Auxiliary are involved with will depend upon the needs of the community, the size of the Post or Auxiliary, and their budgets. A Post should consider the needs of the community and select activities that are best suited and will benefit the community the most.

Reporting: The Basics

Why Report?

- It serves as a nonprofit justification
- It serves as a proof that we do what we say we do
- It serves as a record of post donations for IRS purposes
- The Post Activity Reports provide the data to update the National VFW Fact Sheet

How to report:

- Go to movfw.org
- Click on the “Resources” tab on the top of the page
- Scroll down to “online reporting”
- Click on “Click here for online reporting”
- Type your post number where indicated
- Apply your password: `post1111`
- Click on “Login”

- Find the appropriate category for your entry.
- Fill in the information accurately as required.
- For the description, answer the following questions as best you can
 - What was the name of the event?
 - Where did the event occur?
 - Was the event advertised? If so, where?
 - Who was involved in the event?
- If the event qualifies for multiple categories, list the money donated only in one category.
- Sign out with your name and good telephone number in case the reviewer needs to follow up.
If this information is missing, the report will be rejected.

**Fillable Form to assist
in preparation of the
Online Reporting
Code Sheet for
processing is available
as well.
Handy for Committee
Chairs to make the
Report to the
Responsible Activity
Reporting Officer.**

Missouri Community Involvement Reporting

Post Number _____ Post Location _____
Project Code from Reference Sheet _____

Americanism _____
Community Involvement _____
POW MIA _____
Recruiting Event _____
Service Officer Event _____
Veterans Service _____

Combined Effort _____ Post Only _____ Auxiliary Only _____

Total Members Actively Participating _____
Total Hours of All Participants including Travel _____
Total Miles of All Participants (Home and Back) _____
Total Cost in Promoting Event _____

Completed Date _____
Description of Event and Who Benefited _____
Note, Include Who, What, Where, and How Advertised _____
Note; If Event conducted with outside the VFW, With which Organization and Date of Post _____
Minutes Authorizing and budgeted Cost _____
Accurate Description of Activity / Event _____

Advertised How - _____
Partnered With _____

Reported By _____ Phone _____
Email Address of Reporting Person _____
Date Submitted _____ BY _____

COMMUNITY INVOLVEMENT WORKSHEET CODE CHART

(For use in filling out Worksheet prior to Electronic Filing)

Americanism

- A-1 GET OUT TO VOTE PROGRAM
- A-2 COLOR GUARD ACTIVITIES
- A-3 HONOR GUARD ACTIVITIES
- A-4 FLAG DISPOSAL CEREMONY
- A-5 PARTICIPATE OR CONDUCT FLAG CEREMONY
- A-6 PRESENT FLAG EDUCATION PROGRAM
- A-7 VETERANS DAY
- A-8 MEMORIAL DAY
- A-9 PEARL HARBOR DAY
- A-10 LOYALTY DAY
- A-11 911 REMEMBRANCE DAY
- A-12 OTHER

Community Involvement

- C-1 TREE PLANTING PROGRAM
- C-2 COMMUNITY BLOOD DRIVE
- C-3 COMMUNITY CPR CLASS
- C-4 RECYCLE PROGRAM
- C-5 ADOPT A HIGHWAY PROGRAM
- C-6 YOUTH OR HUNTER SAFETY PROGRAM
- C-7 DRUG AWARENESS PROGRAM
- C-8 COMMUNITY EMERGENCY ASSISTANCE
- C-9 VOLUNTEER IN SCHOOLS AND COMMUNITY
- C-10 SPORT/ATHLETIC SPONSORSHIP
- C-11 SCOUTING ORGANIZATION SUPPORT
- C-12 SPONSOR YOUTH CONTESTS/SPECIAL EVENTS
- C-13 ACHIEVEMENT AWARDS COMMUNITY/SCHOOL
- C-14 RECOGNIZE PUBLIC EMPLOYEES
- C-15 DONATE HALL TO NON-PROFIT ORGANIZATION
- C-16 OTHER

POW/MIA(MUST BE IN PUBLIC FOR ALL STATE CREDIT)

P-1 CONDUCTED PROGRAM IN THE COMMUNITY

P-2 CONDUCTED PROGRAM IN SCHOOL

P-5 OTHER

P-6 POST CEREMONY ATTENDED BY PUBLIC

P-7 POW/MIA FLAG DISPLAYED AT CEREMONY

P-8 POW/MIA FLAG DISPLAYED AT COMMUNITY PROGRAM OR PARADE

Recruiter Events

R-1 Off Site (Public Forum)

R-2 Cold Canvas (Stores, Etc)

R-3 Cold Calls (MAL, Membership Lists, Dues Round Ups)

R-4 Face to Face Interviews

NOTE: Additional Info Required if Applicable. Report in the Details Section, when filled online, use the appropriate Boxes.

*# New Contacts

*# New Life Members

*# New Annual Members

*# New Legacy Life Members

Service Officer Event

S-1 POST CONDUCTS POST SERVICE OFFICER EVENT, MUST BE ADVERTISED

NOTE; Must state How Advertised in the Details Section

Veterans Service

V-1 DONATE TO VETERANS SERVICE OFFICER FUND

V-2 ASSIST VETERANS AND THEIR FAMILIES

V-3 Homeless Veteran Support

V-4 LOANING OF HOSPITAL TYPE EQUIPMENT

V-5 CONDUCT MILITARY FUNERALS

V-6 OTHER

(Note; Not to be confused with Post Service Officer Event. A Post Service Officer Event is an Advertised Event where the Service Officer is Available to answer questions and possibly accept Referrals to submit to the Certified State Service Officers. Now in one on one assisting with transportation and other items that occur, those would apply in this category.

Key line with Reporting.

If for the Post, Not an Activity.

If for Public, Community, Veteran, Report It.

NOTE on what an “EVENT / ACTIVITY” is;

Activity is reportable WHEN Direct Involvement with Public or Veteran Assistance is involved. If said Event is a Fund Raiser For The Post, the Event itself is not to be Reported. Now, if certain Activities are completed as a Process of said Event, those Activities may be Reported providing they meet the proper criteria (Americanism, POW/MIA, Recruiting, et al). If the Fund Raiser is an Event with the Proceeds Earmarked for Specific Public or Veteran Service Recipient's, then the Expenses are reported with the appropriate activity.

To Submit Report – Post AND / OR Auxiliary

movfw.org

Under Resources; Online Reporting

Username is the Number of your Post - 1234

Password is post with your post number – post1234

Click SUBMIT Only Once.

Ensure that you log out after completion.

Some Advice:

- Do not enter fundraisers as community service. However, enter donations received from a fundraiser when assisting veterans and their families.
- Do not list a Buddy Poppy drive as community service. Instead, tie the event to a holiday (e.g. Memorial Day, Veterans Day, Loyalty Day). However, enter donations received from the drive when assisting veterans and their families.
- Reports submitted 90 days after the event will not be considered. The reporting year ends on April 30.

Reporting events is NEVER about bragging. Reporting is always about showing that we do what we say we do as an organization. Nothing more, nothing less.



**VOICE OF DEMOCRACY
AND PATRIOT'S PEN
CHAIRMAN'S
MANUAL**

One of the Biggest Misconception is that Voice of Democracy / Patriots Pen is a VFW Program. Both the VFW and Auxiliary operate these Programs and they are intended to be a Joint Exercise!

“Work Together The VFW chairmen, the Auxiliary chairmen and volunteers should work together. It is the responsibility of the chairman to recruit and equip their volunteers with the basic contest details to conduct a successful scholarship program from start to finish.”

Direct Copy from the Chairman’s Manual

A new twist is that CDs and Tapes are not accepted. “per the Manual” One can work with this. Accept them and Judge accordingly. If the Winner, then transfer to a flash drive.

We have the same set Deadline Dates

to Post Midnight 31 October It is permissible to extend to Monday 1 Nov to give the weekend.

To District Midnight 15 November. The Chairman will collect at Post 3944 6PM 16 Nov

The 2021 – 2022 Voice of Democracy Theme is
“America: Where Do We Go From Here?”

The 2021 – 2022 Patriots Pen Theme is
“How Can I Be a Good American?”

Among the biggest mistakes on the entry forms,

- 1- Writing is not readable.
- 2- Entrant information incomplete
- 3- Post information incomplete

Hint – Incomplete info should not disqualify at Post Level. The Post is required to get the required information entered!

**2021-2022 Official Entry Form
Patriot's Pen Competition**
Must Be Completed by All Contestants

Name: First, M.I., Last _____
 Address _____
 City, State, Zip _____
 () _____
 Phone _____ Email _____
 Date of Birth (mm/dd/yy) _____ Grade in School _____ Age _____
 School Name, City, State _____
 Teacher's name and Email (if applicable) _____

To Be Completed by Student's Parent/Guardian

Parent/Guardian Name (Printed) _____
 Parent/Guardian Signature _____ Date _____
 () _____
 Parent/Guardian's Daytime Phone _____
 Parent/Guardian's Email _____

To Be Completed by the VFW Post

I certify that this student has an authorized entry in our VFW Post Level Voice of Democracy Competition.
 Post Commander's/Chairman's Signature _____ Post # _____
 VFW Auxiliary President's/Chairman's Signature (if applicable) _____
 Post Address _____
 City, State, Zip _____
 VFW Post Email _____
 No. of students participating _____
 No. of winners advanced to District _____
 Amt. of Post/Aux. scholarship awards \$ _____
 Amt. of Post/Aux. additional expenses (banquet, pins, etc.) \$ _____

PATRIOT'S PEN

2021-2022 Theme
"How Can I Be A Good American?"
Student Entry Deadline: October 31, 2021

I Have Read and Understand the Contest Rules

I certify that I am the sole author of the enclosed audio/essay entry and that I have only entered the competition once yearly if otherwise eligible. I understand that if it is found that I have entered any other Post's competition or used this essay for another VFW competition, I face elimination from the competition and will return any and all prizes or incentives awarded.

Signature of Student Participant _____ Date _____

To Be Completed by the VFW District

I certify that the student named in the previous section is the duly selected winner of the Voice of Democracy Contest District Competition and is our sole entry into the Departments.

District Chairman's Signature _____ Dist. # _____

Address _____
 City, State, Zip _____
 () _____
 Phone _____ Email _____

To Be Completed by the VFW Department Chairman

I certify that the student named in the previous section is the duly selected first-place winner of the Voice of Democracy Department Competition, is our sole entry into the National Judging.

Department Chairman's Signature _____
 () _____
 Daytime Phone _____ Email _____

The winner has been will be (check one) notified that they are the first-place Department winner on _____ .

Among the biggest mistakes on the entry forms,

- 1- Writing is not readable.
- 2- Entrant information incomplete
- 3- Post information incomplete
- 4-Audio is not playable.

Though not a disqualifier, the Post is responsible to ensure if advanced, it is playable. The Post must hear it prior to advancing.

2021-2022 Official Entry Form
Voice of Democracy Competition
Must Be Completed by All Contestants

Name: First, M.I., Last

Address

City, State, Zip

()

Phone

Email

Date of Birth (mm/dd/yy)

Grade in School

Age

School Name, City, State

Teacher's name and Email (if applicable)

To Be Completed by Student's Parent/Guardian

(required even if student is 18 or over)

Parent/Guardian Name (Printed)

Parent/Guardian Signature

Date

()

Parent/Guardian's Daytime Phone

Parent/Guardian's Email

Hint – Incomplete info should not disqualify at Post Level. The Post is required to get the required information entered!

2021-2022 Theme

“America: Where do we go from here?”

Student Entry Deadline: October 31, 2021

I Have Read and Understand the Rules and Participant Agreement (On Opposite Side)

I certify that I am the sole author of the enclosed audio/essay entry and that I have only entered the competition once yearly if otherwise eligible. I understand that if it is found that I have entered any other Post's competition or used this essay for another VFW competition, I face elimination from the competition and will return any and all prizes or incentives awarded.

Signature of Student Participant

Date

To Be Completed by the VFW Post

I certify that this student has an authorized entry in our VFW Post Level Voice of Democracy Competition.

Post Commander's/Chairman's Signature

Post #

VFW Auxiliary President's/Chairman's Signature (if applicable)

Post Address

City, State, Zip

VFW Post Email

No. of students participating

No. of winners advanced to District

Amt. of Post/Aux. scholarship awards \$

Amt. of Post/Aux. additional expenses (banquet, pins, etc.) \$

To Be Completed by the VFW District

I certify that the student named in the previous section is the duly selected winner of the Voice of Democracy Contest District Competition and is our sole entry into the Departments.

District Chairman's Signature

Dist. #

Address

City, State, Zip

()

Phone

Email

To Be Completed by the VFW Department Chairman

I certify that the student named in the previous section is the duly selected first-place winner of the Voice of Democracy Department Competition, is our sole entry into the National Judging.

Department Chairman's Signature

()

Daytime Phone

Email

The winner has been will be (check one) notified that they are the first-place Department winner on _____.

On Tuesday, 2 November, 6pm at Post 3944, there will be a **Sharing of Extra Entries for Posts that were not able to gain any. The Receiving Posts will be responsible for properly awarding these Entrants. They are required to Judge them and verify completeness of the Forms and playability of the Audio.**

Turning in of the Advanced Entries IS November 16, 6PM at Post 3944 (unless delivered to District Chair in Advance).

The Smart Mauer Citizenship Educator of the Year Award

ANYONE MAY NOMINATE A QUALIFIED TEACHER!

If you know of a Teacher you would like to nominate, initiate the Nomination Form, Write the Nominating Letter, Provide any additional background info you have.

Then see the School to see if they want to join with your efforts.

Here are the Points used for Judging and their Value-

1-25 points - Does the teacher teach and/or model good citizenship and community involvement?

1-25 points - An innovative approach to teaching citizenship.

1-25 points - Development of resources to teach citizenship education.

1-25 points - Passion for teaching citizenship education.

Notice the Significance of CITIZENSHIP!

Key Mistakes with the Entries submitted to District

- 1- Only having the Nomination (Entry) Form and Nomination Letter**
- 2- Not having the Post Nominating (Entry) Form**

What Should Be In The Packet!

- 1- Winning teacher's entry form (Best if Post fills in as much info first. This is the New Form**
- 2-Teacher's one-page resume as a minimum or up to five pages as a maximum of documentation of their teaching experience, such as references, news articles, etc.**
- 3- Good quality head and shoulders photograph of the teacher.**

The New Teacher of the Year Entry Form

Fill out as much as possible prior
to advancing to the School.
Note, the Form is fillable to
Print.

The info has been simplified
from the past years.

Due to Post 31 October
Due to STATE 31 December
The District is Not in the Loop.
Yet, Make a Report to District



VFW Smart/Maher VFW National Citizenship Education Teacher Entry Form

NOTE: VFW Point of Contact should fill out their section below prior to distributing this form.
This will provide individuals from outside of the VFW with the needed information to submit their packets successfully.

To be filled out by VFW representative

Sponsoring VFW Post #: Sponsoring District #:

Date of Presentation: MM/DD/YY (if available)

VFW Post POC

Full Name:

Phone: Email:

Address: (where to mail entry)

City: State: Zip:

Individual Submitting Nomination

Full Name:

Phone: Email:

Nominee Information

Choose appropriate teacher citation:(Elementary, Middle, High)

Full Name: (please list as you wish it stated on the citation)

Phone : Email:

Occupation Title: (if any) (please list as you wish it stated on the citation)

School Name: (please list as you wish it stated on the citation)

Address of School:

City: State: Zip:

School Phone: School Email: (if available)

Please complete this form and submit to your local VFW Post using the information provided above. Ensure to include all required documentation that is outlined on the instructions sheet provided with this form. All winning post entries must be received by their VFW Department Headquarters no later than January 1st. If you have any questions, please contact your Department Headquarters.

Use this Form to report in detail each of the 3 Programs participated in as needed. The Form is Fillable and use 1 Form for Each Program. This Information is critical as the District will be making the Reports on the All American Dashboard on behalf of the Posts. This includes Teacher of the Year even with District out of the Program Loop.

Post	District	Program
	Department of Missouri	Veterans of Foreign Wars
Entries Received		_____
Number of Schools Contacted		_____
Entries Advanced To District		_____
Prizes and Awards		_____
Other Expenses		_____
Total Prizes		_____
Post Chairman		_____
Post Auxiliary	Yes	_____ No _____
Auxiliary Chair		_____
Auxiliary Prizes and Awards		_____
Auxiliary Other Expenses		_____
Total Prizes		_____
Combined Total Prizes		_____
Email	_____	
	Date Submitted	_____

Attach This Form To Your Entry to the Respective Winner Entry to District BY 15 November
 Use this Form for Each Program Patriots Pen, Voive of Democracy, and Teacher Entry Advanced To District. For Multiple Entries in the Same Program, only One Copy Required.

The District Awards Presentation will be at the December Joint Banquet / District Meeting. The Posts are responsible for their Entry plus 2 Family Members. Any additional Guests are the Entrant's Family Responsibility though nothing stops the Post for providing for them as well.

The District will provide for the First Place Winner of the District of Voice of Democracy their Hotel and 2 Guests Banquet Tickets at the State's Awards Ceremony at their Winter Meeting (State provides the Entrant's Dinner)

If the District Patriots Pen is the State Winner, same applies.

2021 – 2022 12th District of Missouri, Meeting Schedule

All Meetings begin as a Joint Session

Auxiliary Members are invited for the beginning section of the School of Instruction for Online Reporting, VOD and PP

Date	Post	Location	Time	Notes
July 17,2021	3944 Overland / St Ann	10815 Midland Blvd. Overland, MO	12:00 Noon	School of Instruction
September 18, 2021	6274 Ballwin	115 Mimosa Lane Ballwin, MO 63011	12:00 Noon	
December 18, 2021	3944 Overland / St Ann	10815 Midland Blvd. Overland, MO	11:00 AM	Dept. Cdr and Dept. Aux President VOD PP Teacher Awards Banquet
February 19, 2022	4105 Florissant	410 Saint Francois St. Florissant, MO	12:00 Noon	Nominations Set 2022-23 Meeting Schedule
April 16, 2022	3500 Richmond Heights	1717 S. Big Bend Blvd Richmond Heights, MO	12:00 Noon	District Convention

This concludes the Information being provided in this Joint Training Session. We will have a short break as we separate to each respective Meeting and conclusion of their School of Instruction.

12th District Missouri

2021 - 2022



Department of Missouri
Veterans of Foreign Wars

Missouri All State Program 2021 – 2022 Criteria

Ongoing Goals:

1. Your Post must reach 100% of last year's May 1 membership plus 1 no later than April 30, 2022.
2. Your Post must have a membership retention rate of 80% or higher.
3. All Trustees' Reports of Audit reports must be submitted to the State Quartermaster by the designated date. Postmarks do not count as each Post has 30 days to conduct and mail, fax, or email the completed Audit Report to: **State Quartermaster, 3401 Knipp Drive, Jefferson City, Mo. 65109, FAX: 573-636-2664 or email: adj@movfw.org; hqangela@movfw.org.**

Inspection Related Goals:

4. **Post Quartermaster must be bonded in accordance with Section 703 of the National By-Laws.**
5. **Your Post must have in their possession the most currently published copy of the VFW Podium Edition Congressional Charter By-Laws Manual of Procedure Ritual Manual and the current Podium Edition of the VFW Guide for Post Service Officers.**
6. **Your Post must be incorporated in accordance with National By-Laws, Section 708 and must obtain proper liability coverage according to the National By-Laws, Section 709. (If applicable).**
7. **Your Post must have the Post Website, and any other social media sites (i.e., Facebook, Twitter, LinkedIn) updated with the names and contact information of its current Commander, Quartermaster, and Post Service Officer.**
8. **The Post must have their email set up through the Department designated email (movfw.org).**

Event Specific Goals:

9. The Post Commander must have attended a District or Department School of Instruction and have a designated Representative at all District meetings. Only the State Commander can excuse the absence of an entire Post from a District meeting. Excusal must be requested prior to the meeting.
10. Your Post must have four (4) POW-MIA awareness activities at or outside of the Post home. The following are all ways to meet these All-State criteria:
 - a. Donate a POW flag to a school or business and hold a short program in commemoration;
 - b. Present the POW-MIA Honor Table program at a school, business or civic event;
 - c. Participate in a local parade with the Post colors and POW-MIA flag;
 - d. Display the POW-MIA flag at a public event.
 - e. Conduct an advertised program at the Post Home open to the public;
 - f. Host a POW/MIA internet web page. Each example will meet this requirement.

Event Specific Goals - Continued

- 11. Your Post must hold four (4) veteran service events. These events must be reported using the online reporting system. Posts can hold events together; however, representatives from each Post must be present at the event.**
- 12. Post must have at least four (4) approved events in all categories listed on the Community Activity Report. These reports must be submitted on line.**
- 13. At least one event must include partnering with another veteran's organization, community group or business. Other VFW Posts and Auxiliaries do not count toward this goal. The Community Activity Report must include details about the partnership.**

Funding Related Goals:

14. Your Post must make a donation to the Veterans Service Officer Program. The check goes to the Department Quartermaster, 3401 Knipp Drive, Jefferson City, MO. 65109. Notate in the memo field on the check, "Missouri Veterans Service Officer Program Donation." No later than April 30, 2022.
15. Your Post must sponsor two out of three school programs: Voice of Democracy, Patriot Pen, and Teacher Award. Each must be entered to the District for judging.
16. Your Post must make a \$25.00 donation to the Veteran and Military Support (i.e., Military Assistance Program, Operation Uplink, or Unmet Needs). This check must be sent directly to VFW National Headquarters, c/o Military Assistance Program, 406 West 34th Street, Kansas City, Mo. 64111-2736. Notate in the memo field on check: "Veterans and Military Support Donation". No later than April 30, 2022.
17. Your Post must purchase their quota of buddy poppies based on individual Post size.

VFW Department of Missouri Webmail

The Dept. of MO webmail is the official method of electronic communications within the Dept. of MO, VFW. Each Dept. Line Officer and all Chairpersons have webmail addresses. Each District Commander, Adjutant, Quartermaster and Veterans Service Information Officer have an account and each Post an account.

Commander – cdrdist12@movfw.org

Junior Vice – Jvc@vfwmodist12.org

Adjutant – adjdist12@movfw.org

Chief of Staff – COS@vfwmodist12.com

Veteran Service Officer – VSIO@vfwmodist12.org

District Auxiliary President – AuxPres@vfwmodist12.org

Senior Vice – Svc@vfwmodist12.org

Quartermaster – gmdist12@movfw.org

Chaplain – Chaplain@vfwmodist12.org

Inspector – Inspector@vfwmodist12.org

The Post account is: postxxxx@movfw.org

You can send e-mails to any of the above addresses after using the proper dist./post number to contact any of the district or post officers.

The new default password for all VFW MO webmail accounts is
Installation of the new Dept. of MO Commander.

Vfw21-22! Following the

Access to webmail is through the State website, vfwmo.org. Go to the top task bar and click on LOGIN and then click on Webmail. Scroll down under Webmail and click on Change Email Password. The Plesk web host screen will appear. Enter your email address and the temporary password, **vfw21-22!** The Mail screen will appear. On the left tab, click on My Profile. This will bring you to My Profile Screen. Under the Plesk Preferences you will see the email address and an area to enter the new password which you will choose. A few lines down, you are asked to Confirm the Password. Click on OK.

After the above steps are completed, go back to the WebMail login screen, and go to Check Your Email. Enter your email address and password on the next screen. You should be in your emails. If you have any issues, please contact Ken Allison at 636-448-3061.

**Do Not Set Email to Forward to
another Address. Setting up
Notifications of New Message is OK.**

**Forwarding this way causes extreme issues
with being detected as Spam Mail. It is most
difficult to clean this out.**

VFW National Membership Program



Matthew "Fritz" Mihelcic
Commander-in-Chief

Membership Mission

All-American Post Criteria

- Membership greater than 100%
- Meet all the following Program Participation Criteria:
 - Voice of Democracy - minimum of one entry advanced to District judging (Overseas Post can donate \$75 to National in lieu of entry)
 - Patriots Pen - minimum of one entry advanced to District judging (Overseas Post can donate \$75 to National in lieu of entry)
 - Hold a fundraiser with the proceeds going to Veterans & Military Support Programs Services, minimum of \$100.
 - Partner twice with two separate organizations like Team RWB, Operation Ramp It Up, Operation Gratitude, Team Rubicon, Merging Vets & Players and other VSOs to include our friends at Sport Clips and Burger King. (Submit both online reports through dashboard).
 - Create Post social media site or actively maintain existing site.
 - 5 New Action Corps Sign-Ups: To sign up: Text "VFW" to "50457" to sign-up 5 previously unsubscribed members or VFW supporters.
 - Have a 10% increase in total impact in Community Service.
(\$ Donated + Hours = Total Impact) * Baseline has been established within the KPI Tools for Community Service. ***See notes on page 12.**

All American Membership Division – top 25 gets full awards!

All Posts meeting all the criteria will earn All American.

Post Membership Divisions and Minimum Qualifying Percentages

Division	Total Membership		Qualifying Percentage
1	951+		Over 100%
2	750	950	Over 100%
3	356	749	Over 100%
4	246	355	Over 100%
5	185	245	Over 100%
6	143	184	Over 100%
7	112	142	Over 100%
8	88	111	Over 100%
9	68	87	Over 100%
10	51	67	Over 100%
11	10	50	Over 100%

**Department Membership
Program**

2021-2022



**Department of Missouri Veterans of
Foreign Wars**

2021-2022 Dept. of MO Membership

Membership is the lifeblood of our organization. Without active, passionate members, we will cease to exist. Our membership baseline must always be 100%. In order to realize our goal, we must promote membership on three fronts:

recruitment, retention, and reinstatement.

The incentives below are designed to promote membership in these three areas.

Individual:

- Any new or continuous member who purchases a Life Membership will receive a **50% REBATE** once the membership is paid in full.
- Any Life member who upgrades to a Legacy membership will receive a \$45 stipend once the upgrade is paid in full.

Retention:

- All Posts who achieve 100% retention by May 1 will be entered into a drawing for \$500 stipend. Memstats will be used to determine which posts achieved this mark.

Benchmark:

- Any Post Commander whose post reaches 92% in their membership by 1/1 will be entered into a drawing to attend the VFW Legislative Conference in Washington DC.

Over the Top:

- Any Post that earns All-American status will receive \$250 stipend.

Reinstatement:

- The District with the most reinstated members will be earn its Commander airfare for two to the VFW National Convention.

Missouri's Veterans Service Officer Program

The VFW's mission is to serve all veterans and to advocate on behalf of all veterans.

The Service Officer Program realizes the VFW's mission every day by working directly with veterans to process referrals so that qualified veterans get the benefits they have earned.

This is Missouri's program. Therefore, it's our duty to care for it.

While some of the program's funding comes from the Missouri Veterans Commission, the program desperately needs funding annually from VFW posts within the Department. It is post and individual donations that directly impact a service officer's capacity to assist qualified veterans to get their benefits.

Here are four steps posts can take to support the program:

- Budget for a \$3 per member donation and mail the check to Department;
- Contact the Department Quartermaster and become a sustaining member of the Service Officer Program;
- Distribute Buddy Poppies and donate the proceeds to the Service Officer Program;
- Schedule and advertise multiple events that include a post service officer to take veterans' referrals.

During the 2020 fiscal year, Missouri Service Officers filed 3,016 favorable claims that netted \$51,966,260.49 million in benefits for veterans. The impact these successful claims have had on veterans and their families is difficult to express, but it's why the program exists.

Their work is your donation in action. Please support this program generously and often.

National Chaplain Report

- State/Department Chaplains report their state or department name. They DO NOT report their personal post or district number. Only the state they represent.
- District Chaplains report the state/department name and the district #. They DO NOT report any post number.
- Post Chaplains Report State/Department, district # and post #

Reporting Chaplains Information:

FROM: (month and year)*	TO: (month and year) *
State/Department of: Missouri	District #:
Post#:	Chaplain's name:
Your Email Address:	Telephone #:

REPORT DETAILS

VISITS

# of Hospital/Hospice Visits:	Mileage:
Hours:	Unreimbursed Expenses:

# of Home/Nursing Home Visits:	Mileage:
Hours:	Unreimbursed Expenses:

# of Funeral/Memorials:	Mileage:
Hours:	Unreimbursed Expenses:

Ceremonies and Rituals Performed:	Mileage:
Hours:	Unreimbursed Expenses:

CARDS SENT

# of Get Well Cards:	# of Sympathy Cards:
# of Thinking of You Cards:	# of Other Cards:
# of Total Cards Sent:	Unreimbursed Expenses:

GRAND TOTALS

Total Visits/Services:	Total Hours:
Total Miles:	Total Unreimbursed Expenses:

YOUR NAME:
YOUR EMAIL:
YOUR MESSAGE:

PERFERRED METHOD IS TO GO TO: The Chaplain's Corner at: www.stlouiscatholic.org **and report on line. OR** If you cannot do the report on line then you can email this form to: debb@stlouiscatholic.org, **OR** use the postal service and mail it to Chaplain Debb Halter at 6450 Kinsey Place, St. Louis, MO 63109.

VETERANS & MILITARY SUPPORT



Donate on Behalf of Your Department, District or Post

We appreciate your group donation to Veterans & Military Support Program. Please indicate how you would like your gift designated below. Thank you for your generosity and dedication to helping our heroes.

Select a Program **Most Urgent Veterans & Military Support Needs**

NOTE: It is required you submit your specific Department, District or Post information in text fields below to properly receive credit for All American standing.

I am making my gift on behalf of my:

- Department
- District
- Post

VFW Department

VFW District

VFW Post

Donation Amounts

- \$15
- \$25
- \$50
- \$100
- \$250
- Other

Giving Frequency

- One-Time
- Monthly

Donations to the VFW are tax-deductible to the full extent of the law.

Contact Information

* indicates a required field

First Name *

Last Name *

Street 1 *

Street 2

City *

State *

Postal Code *

Country

Email Address *

Honor/Memorial Gift

Yes, this is an honor or memorial gift.

Payment Information

Payment Type

Select a Payment Type

Credit Card Number

Expiration Date

CVV Number

I'm not a robot



[Donate Today >>](#)

All American Eligible Dashboard

Summary

Met	Unmet
0	9

Statistics: **Details:** **Program Year:**

Department: **District:**

All
 Met
 Unmet

Purple shading on Membership indicates the top rankings in each division. Hover to see ranking details.

[Generate Report](#)
[Export as PDF](#)
[Export as CSV](#)

Department	District	Post	VMS	Voice of Democracy	Patriot's Pen	Teacher Award	Membership	Service Officer	NLS	NVS	Social Media	Partnering Events
Missouri	12	1102	Unmet	Unmet	Unmet	Unmet	Unmet	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	2184	Unmet	Unmet	Unmet	Unmet	Met	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	2365	Unmet	Unmet	Unmet	Unmet	Met	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	3500	Unmet	Unmet	Unmet	Unmet	Unmet	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	3944	Unmet	Unmet	Unmet	Unmet	Unmet	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	4105	Unmet	Unmet	Unmet	Unmet	Unmet	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	4223	Unmet	Unmet	Unmet	Unmet	Unmet	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	5468	Unmet	Unmet	Unmet	Unmet	Unmet	N/A	N/A	N/A	Unmet	Unmet
Missouri	12	6274	Unmet	Unmet	Unmet	Unmet	Unmet	N/A	N/A	N/A	Unmet	Unmet

15 items per page | 1 - 9 of 9 items

What to have Available During Your Post Inspection

- **Signed by CiC copy of By Laws**
- **Signed by CiC Incorporation**
- **MO Secretary of State Incorporation Registration**
- **Latest IRS 990 (E-card or Long Form as required)**
- **Copies of Post Insurance**
- **Quartermaster Records**
- **Adjutant Records**
- **Post Election Report**
- **Officer Proof of Eligibility on File**
- **Latest Podium Edition By Laws and Post Service Officer Guide (or Receipt)**
- **Post Quartermaster Bond covering All Post Liquid Assets (Bank, Savings, Bonds, CDs, and Securities)**

DISTRICT MEETING DISCIPLINARY ACTION PROCEDURE

All posts must have a COMMANDER or REPRESENTATIVE attend each District meeting. Only the Department Commander may excuse a Post from attending. When a Post fails to send a representative to a District meeting, the following process will be followed:

DURING ANY VFW ADMINISTRATIVE YEAR

Step – 1 Post Commander fails to attend or have a representative attend a meeting called by the District Commander.

District Commander attends Post meeting prior to the next scheduled District meeting to discuss attendance at District meetings and Department Disciplinary Procedure with the Commander and membership.

Department Commander issues a letter reminding Post Commander of duties and responsibilities and actions authorized by Article II section 218 of the National By – Laws and Manual of Procedures.

Step – 2 Post Commander fails to attend or have a representative attend two (2) meetings called by the District Commander.

District Commander reviews Post and Auxiliary performance on meeting Post requirements on Audit Reports, Post meeting attendance and VFW program performance and submits a letter to the Department

Commander recommending the Department Commander place the Post on Suspension in accordance with the By – Laws.

-OR-

District Commander submits a letter recommending the Department Commander remove the Post Commander from office and restricts the Commander from holding office in the Post for the remainder of the VFW Administrative year.

-OR-

District Commander submits a letter recommending no action and a detailed explanation of why they are recommending no action be taken at this time.

Step – 3 Post Commander or Post Representative fails to attend (3) meetings called by the District Commander.

District Commander submits a letter to the Department Commander recommending the Department Commander place the Post on Suspension in accordance with the By – Laws.

***Note: Charges and Specifications may not be limited to Post Commander Duties and Responsibilities of Article II section 218. Trustees shall be the District Commander and two (2) members of the District, as assigned by the District Commander.**

**Department Membership
Program**

2021-2022



**Department of Missouri Veterans of
Foreign Wars**

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2021-2022 Road Way to Success

JULY

Submit JUNE Trustees' Report of Audit to Department Quartermaster

District dues notices will be mailed to each Post Quartermaster by July 15th. Dues shall be remitted to the District Quartermaster by September 30th.

Order Buddy Poppies.

Make Veterans Service Officer Fund Donation (write "VSO" on memo of check).

National Home Donation ("Missouri House" on memo of check).

Remit the above three donations to:

Dept. Quartermaster

3401 Knipp Drive

Jefferson City, MO, 65109

Make National Vet & Military Support Donation (write "Military Assistance Program" on memo of check). Send check to:

VFW National Headquarters, c/o Military Assistance Program

406 West 34th Street

Kansas City, MO, 64111

SEPT. Conduct POW/MIA Ceremony

OCT. Submit SEPTEMBER 2021 Trustees Report of Audit to Department Quartermaster

Make your National Home trip

OCTOBER 31st: VOD & PP Submissions Must be submitted to Posts,

Teacher Nomination Due to Post.

NOVEMBER 15th: VOD & PP Post Winners to District Chairman

DECEMBER 15th: VOD & PP Completion of District Judging

JAN. Submit DECEMBER 2021 Trustees Report of Audit to Department Quartermaster

MARCH Open Nominations for Post Officers

APRIL Submit MARCH 2022 Trustees Report of Audit to Department Quartermaster

Continue Post Nominations and Elect Post Officers

Commander Elect Appoints Post Officers and Committee Chairmen

Send copies of Post-Election Report to National, Department, and your District Quartermaster

Send National Delegate Fees to VFW National Headquarters,

April 30 Last day to submit community activity reports for 2021-2022 credit

MAY MEMORIAL DAY WEEKEND – Conduct Buddy Poppy Drive.

JUNE 2nd – 6th STATE CONVENTION at Marriott St. Louis, Airport, St Louis, 314-423-9700.

Department Membership
Program
2021-2022



Department of Missouri Veterans of
Foreign Wars

**Go Forth and have a Successful Year and have
some fun in the process!**