

# DEPARTMENT Year-End Report

Department \_\_\_\_\_

Number Units in Department \_\_\_\_\_ Number Units Reporting \_\_\_\_\_

Department President \_\_\_\_\_

Department Secretary \_\_\_\_\_

Here is what our department did in the twelve months from \_\_\_\_\_ / \_\_\_\_\_ /2011 to \_\_\_\_\_ / \_\_\_\_\_ /2012:

- 1. Our service for veterans** *(Examples include hours volunteering at the VA, helping wounded warriors and elderly veterans at home, providing transportation, distributing poppies, recording veteran histories, raising money for the Veterans Creative Arts Festival, fundraising events at your unit or post, assisting with Ride2Recovery, training, planning and assisting with veterans job fairs, etc.)*

Hours volunteered: \_\_\_\_\_

Dollars we spent: \$ \_\_\_\_\_

Value of in kind donations requested and received: \$ \_\_\_\_\_

Number of veterans assisted: \_\_\_\_\_

Number of *Veterans in the Classroom* presentations facilitated: \_\_\_\_\_

Number of new Home Service Volunteers recruited: \_\_\_\_\_

Number of new Field Service Volunteers recruited: \_\_\_\_\_

Number of poppies purchased for distribution: \_\_\_\_\_

Dollars raised from the poppies distributed: \$ \_\_\_\_\_

Number of veterans who made the poppies: \_\_\_\_\_

*(not applicable for pre-assembled poppies you purchased from another source)*

Total amount paid to veterans who made poppies: \$ \_\_\_\_\_

- 2. Our service for active duty military** *(Examples include shopping for and preparing care packages, writing letters, contacting legislators, helping with US military or National Guard send-off and welcome home events, et al)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of US servicemembers served: \_\_\_\_\_

- 3. Our service for military families** *(Examples include organizing and delivering hero packs, helping with service projects, promoting ALA KIDDS – Kids in Danger of Depression or Suicide – or mental health awareness day, providing child care, tutoring at school, distributing blue star banners, et al)*

Hours volunteered: \_\_\_\_\_

Dollars spent: \$ \_\_\_\_\_

Number of military families served: \_\_\_\_\_

- 4. Scholarships our Department presented:**

Number of scholarships presented/awarded \_\_\_\_\_

Dollar amount of local scholarships \$ \_\_\_\_\_

Dollar amount donated to Department scholarships \$ \_\_\_\_\_

***Departments, when completed, email to:***

***Meetings@ALAforVeterans.org***

***by first Friday in June, (for 2012 June 1<sup>st</sup>)***

*Remember: this ALA Impact Report is separate from your Department President's Report and any Program Narrative Report(s) you or your department may be submitting.*

**See also: *available at [www.ALAforVeterans.org](http://www.ALAforVeterans.org)***

**How to Use the ALA Impact Report Form**

**ALA Impact Numbers Tracking Worksheet**

**ALA Annual Program Narrative Report**

**ALA Plan of Action**