



VETERANS OF FOREIGN WARS and its LADIES AUXILIARY

PROGRAM REPORTING FORM

DEPARTMENT OF COLORADO

(Reporting year - May 1 to April 30)

2011 - 2012



Post/Aux. No: _____ City _____ District No: _____ Reporting dates: From _____ to _____

	Hrs	Cash	Projects	Miles
VETERANS & FAMILY SUPPORT				
National Military Services _____				
Participation in a "Military Support" Event _____				
Assistance to local Veterans & Families _____				
Commemorative Coins given to Military personnel _____				
Programs to help Homeless Veterans _____				
Describe Publication of Veterans & Family Support _____				
Describe promotion of Ladies Auxiliary Continuing Education Scholarship _____				
Make A Difference Day Program and Publicity _____				
Other _____				
VFW NATIONAL HOME FOR CHILDREN				
Programs / materials / promotion _____				
Donation to Colorado Home _____				
Number of Campbell labels _____				
Other _____				
BUDDY POPPY				
Number of Buddy Poppies used or given _____				
Describe uses of Buddy Poppies _____				
CANCER AID & RESEARCH				
Education on Cancer through outside sources _____				
Cancer Aid & Research Publicity _____				
Other (include Step-Up Challenge Events & Post-Doctoral Research Fellowship promo) _____				
COMMUNITY SERVICE				
Assistance to Senior Citizens _____				
Other Community Service to benefit the community and not the VFW Post _____				
AMERICANISM/CITIZENSHIP EDUCATION				
Number of flags donated at least 2 inch x 3 inch in size or larger _____				
Number of POW-MIA flags presented _____ Number of POW-MIA programs presented _____				
Number of educational patriotic programs presented to schools, youth groups, etc. _____				
Describe _____				
Describe Veterans History Project _____				
Which Conflict? _____ Number sent to Library of Congress _____				
Number of Certificates presented to Businesses or citizens _____				
Citizenship Education Teacher entries to Department _____				
Other Americanism programs, Loyalty Day, Parades, etc., presented or participated in: _____				
Describe Promotion of Americanism/Citizenship Education _____				
How did you promote Suicide Awareness Month _____				

		Hrs	Cash	Projects	Miles
VOICE OF DEMOCRACY	Number of entries _____ Awards _____				
PATRIOT'S PEN	Number of entries _____ Awards _____				
How did you Publicize _____					
Recognize ALL who participated _____					
YOUTH ACTIVITIES					
Youth Safety, Just Say No	Number of entries _____				
Outstanding Young Volunteer _____					
Young American Creative Patriotic Art	Number of entries _____				
Boy Scout Programs / Awards _____	Number of participants _____				
Girl Scout Programs / Awards _____	Number of participants _____				
ROTC Programs / Awards _____	Number of participants _____				
Other _____					
JR. GIRLS					
Do you have a Jr. Girls Unit? _____ Buddy Poppies donated to Jr. Girls Unit _____					
Cash Donations to Jr. Girls Unit (thru State Treasurer) _____					
Donation to Jr. Girls Scholarship Fund _____					
Post/Auxiliary Donation to Jr Girls Units _____					
LEGISLATIVE					
Number of calls _____ #letters _____ #e-mail _____ #visits _____ #faxes _____					
Congressional meetings, programs held to promote, # in attendance _____					
Did your Aux./Post educate on the Legislative Process _____					
Describe Priority Goals Promotion _____					
FISHER HOUSE Fund Raising / Education _____					
Other _____					
HOSPITAL & NURSING HOMES (identify VA Hospitals, Nursing Homes, Local Hospitals, Out Patient Clinics)					
Participation in Hospitalized Veterans writing program _____					
Aid to VA Hospitals _____	No. of volunteers _____				
Aid to State Veterans Nursing Homes/Local Hospitals & Nursing Homes _____					
Pints of Blood Donations (\$69.00 x No.) _____					
Hospital Visits/Cards/Flowers/ Cards to Veterans _____					
Donation of items _____					
Donation of services _____					
Sponsored Non-Member Volunteers _____					
New Volunteers Recruited _____ Regular _____ Occasional _____ Youth _____					
Youth Groups, Schools or other organizations participating in making cards, gifts & visits _____					
Other _____					

PROGRAMS (exclude Hospital/Nursing Homes)

- Total Program hours _____
(Post & Auxiliary)
- CASH used** to complete Program projects\$ _____
(Post & Auxiliary)
- Program completed projects _____
(Post & Auxiliary)
- Program miles @ \$ 0.14 a mile donated\$ _____
(Post & Auxiliary)

*****HOSPITAL & NURSING HOMES*****

- Total Hospital hours _____
(Post & Auxiliary)
- CASH used** to complete Hospital projects\$ _____
(Post & Auxiliary)
- Hospital completed projects _____
(Post & Auxiliary)
- Hospital miles @ \$0.14 a mile donated\$ _____
(Post & Auxiliary)

Mail to: Dept. Headquarters
1400 Carr Street
Lakewood, CO 80214

PREPARED BY: _____
 POST/AUX. NO. _____ DIST. NO. _____

**PLEASE USE THE NEW 2011 - 2012 **
PROGRAM REPORTING FORM

THIS FORM HAS A FEW CHANGES
DO NOT USE OLD OUTDATED FORMS

WHAT IS PROGRAM REPORTING?

For reporting purposes, only volunteer service projects
benefitting the community are to be reported.

Members PERSONAL donations to their church, girl scouts, boy scouts, etc., are not
included. They are their personal donations. Also the value of coupons that are being sent
to the troops are not included. You CAN report hours spent by the members to clip the
coupons and postage to send the package, but NOT the value of the coupons.

RETAIN REPORT FORMS FOR THREE (3) YEARS
FOR IRS PURPOSES

Projects/activities benefitting VFW and Ladies Auxiliary members
ONLY, CANNOT BE REPORTED.

Americanism, Hospital, Youth, VFW Community Activities, and Veterans and Family Support Chairmen will receive copies of your report form from Headquarters. Also, the Department Ladies Auxiliary Secretary will also receive a copy of the filled in form and she will in turn will copy for the rest of the Department Ladies Chairmen.

VFW and Ladies Auxiliary may report jointly. You will BOTH get credit for what the
other one does. REPORT MONTHLY OR QUARTERLY
Hospital & Nursing Home hours are reported on the back side of the
Program Reporting Form.

Extra pages may be attached if necessary.

Program and Hospital totals are separate totals on the bottom of the back
page. Please DO NOT combine these numbers.

Please complete both sides and sign your name and title. Add up your hours, miles x 14 cents, number of projects, etc., on the back side, bottom of page. These are the figures that are reported to National. National does not get a copy of this report form, we report numbers only to them twice a year. Department Chairmen will keep track of reporting for State Convention awards and Ladies Auxiliary has a President's report at the end of the year to report program activity. Watch the Colorado Veteran for the hourly rate, for your records, allowed by National. We will print it as soon as we receive the number from National.

We only need ONE copy of your report form and keep a copy for your records.
This one copy will document your charitable work work for IRS non-profit standing.
If you have any questions call Department Headquarters 303-421-1630
or contact the Department Chairman.