2020-2021

Veterans of Foreign Wars

State of West Virginia

VFW

VETERANS OF FOREIGN WARS

Community Service Log

Post _____ District _____

"OUTSTANDING COMMUNITY SERVICE POST"

POST RESPONSIBILITIES

The Community Service reporting period covers May 1st to April 30th. Each Post will use this "log" to document community service completed (see suggested activity list below.)

Posts provide ***by the 5th of each month*** only the amount of ***hours contributed and dollars spent to their District Commander/District Chairman.*** Utilize the Post reporting spreadsheet in the back of the log to record the dollars and hours spent reported to the District Commander

Reporting of dollars spent are to include only actual money spent on community service. Estimating costs are not allowed.

Posts forward the log ***(less the Post monthly report spreadhseet with no dollars or hours reflected)*** to their District Commander by April 15, 2021 for judging at the District level. ***Including the Post reporting spreadsheet will disqualify the log from judging.***

DISTRICT RESPONSIBILITIES

Each District Commander will collect the information on hours and dollars spent by each Post every month. The District Commander (or their designated chairman) will consolidate the information and provide a District report to the Community Service Chairman ***by the 15th of each month.*** Each District Commander or District Inspector should review the Post Community Service log as part of Post inspections.

District Commanders will collect Post Logs ***no later than April 15, 2021***. The District Commander, along with other District Officers, will review these logs and select a District winner. Each District winner will be submitted ***to State Headquarters by April 30, 2021***. The District winners will then be judged at the State level by a team of State Officers. Judging will be based on the number of projects, diversification of the services, the nature of the projects and their impact on the community.

The monthly reports provided by the District Commanders will be captured in an annual report to the National VFW Programs Director. District Commanders will ensure each Post submits their information in a timely manner. Hours and dollars spent are not to be included in the Post logs turned in to the District. If the hours and dollars are included in the Post log when turned in to the District, the entry will be disqualified from District judging.

AWARDS

Each District winner and the overall State winner will be recognized at the State Convention.

The State winner will receive the Community Service Post of the Year award at the National Convention. The Post Commander of the Post selected overall winner may receive a a stipend from National Headquarters to help defray the cost to attend the National Convention to receive the award.

SUGGESTED POST ACTIVITIES

These are suggestions; please include all activities that support to the community and Veterans or your community!

Military Funerals
Support to veterans and family members of veterans (financial/personal)
Care Packages
Unit Send Off's or Homecomings
Flag Programs (replacements, donations, education etc.)
Community Activities (sponsor Parades, Veterans Holidays, Homecomings, Law, FF, EMT programs, etc.)
Youth Activities (VFW Youth Camp, Voice of Democracy, Patriots Pen, Teacher of the Year, Scout of the Year, Safety Programs, Drug Abuse Programs, JROTC recognition and Scholarships etc.)
Assistance to the eldery or disabled (finacial/personal)
Auxilliary contributions to the community

Items that are not community service:

Bingo and/or raffle sales/events
Events that the Post benefits financially from (e.g. sales/proceeds are kept within the Post such as fish fries, elimination dinners, etc))
Buddy Poppy events (distribution of donations from these events will be reported as a separate event.)

Be sure to include your Auxiliary's contributions, if applicable

Be sure to remove the number of hours and money spent columns when forwarding your log to the District Commander

DATE	POST ACTIVITY	# PARTICIPANTS
5/1/2019	*Conducted military funeral, donated a bible to surviving spouse*	*10*
5/5/2019	*Replaced a worn flag at a community members' home*	*1*
5/15/2019	*Paid utility bill for a needy veteran*	*1*
5/15/2019	*Auxiliary delivered donated items to the Veterans Home*	*6*
5/18/2019	*Drove a veteran to a doctor appointment*	*1*
5/20/2019	*Conducted a flag etiquette class at at a local grade school*	*12*
5/23/2019	*Auxiliary held ham and bean dinner to raise money for cancer patient*	*24*
5/24/2019	*Packaged 20 boxes to mail to deployed troops*	*15*
5/27/2019	*Conducted flag reitrement ceremony, assisted by local scout troop*	*20*

DATE	POST ACTIVITY	# PARTICIPANTS	*Remove Number of hours*	*Remove Money spent*

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Post Monthly Report to District Commander by the last day of each month

	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS
	MAY	MAY	JUN	JUN	JUL	JUL	AUG	AUG	SEP	SEP	OCT	OCT

	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS
	NOV	NOV	DEC	DEC	JAN	JAN	FEB	FEB	MAR	MAR	APR	APR

District Commander Report May-Oct to State HQS by the 15th of each month

DIST ____	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS
POST #	MAY	MAY	JUN	JUN	JUL	JUL	AUG	AUG	SEP	SEP	OCT	OCT
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0

District Commander Report Nov-Apr to State HQS by the 15th of each month

DIST ____	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS	$$	HRS
POST #	NOV	NOV	DEC	DEC	JAN	JAN	FEB	FEB	MAR	MAR	APR	APR
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0