

State of West Virginia
Veterans of Foreign Wars of the United States



COMMUNITY SERVICE PROJECT LOG



April 1 2022- March 31 2023

POST _____

District _____

"OUTSTANDING COMMUNITY SERVICE POST"

POST RESPONSIBILITIES

Each Post will use this log to document each activity completed (see suggested activity list.) Each Post will also report to the District Commander the hours and dollars spent each month.

Posts provide by the 7th 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 to their District Commander by April 10th, 2023 for judging at the District level.

DISTRICT RESPONSIBILITIES

Each District Commander will collect the hours and dollars spent information from every Post by the 7th of each month. This gives our District Commanders the opportunity to communicate with the Posts and validate we are meeting the requirements of the VFW. These reports will be forwarded to State HQS monthly by the 15th of the month.

The information on the hours and money spent collected by State HQS will be provided to National HQS by May 1st, 2023. Each District Commander will ensure each Post submits their information in a timely manner.

AWARDS

Each District Commander will collect Community Service Projects/Logs from the Posts and their Auxiliaries (if applicable) by April 10, 2023. This allows the Commanders to schedule a board to select a winner. Each District winner will be submitted to State HQS by April 21, 2023. 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, the nature of the projects and the impact on the community we serve. Each District winner will have their project/logs on display and will receive a special award at the State Convention, along with the overall winner.

Historically, the State winner will receive the Community Service Post & Auxiliary (if applicable) of the Year award at the National Convention. The Post Commander of the Post selected overall winner or their representative may receive a stipend from National Headquarters to help defray the cost to attend the National Convention to receive the award. The Post & Auxiliary (if applicable) name will be printed in the Convention Program Book as the State winner.

Community Service Project/Log

This is the Post/Auxiliary's opportunity to document a year's worth of community events, projects and activities. Each month, along with documenting the log (date, event, # of participants, etc.), please attach any photographs, event write up, newspaper clippings, etc. This log/scrapbook is an additional way to show off your Post/Auxiliary events, community assistance, in addition to showing your admiration and respect for the community in which you serve.

SUGGESTED POST ACTIVITIES

These are suggestions; please include any/all activities that support our veterans and/or our communities.

Military Funerals

Veterans Assistance (Financial/Personal)

Care Packages

Unit Send Off's or Homecomings

Flag Programs (Flag replacements, donations, educational classes etc.)

Community Activities - Parades, Veterans Holidays, Homecomings, Program Recognition events, etc.

Any and all activities that the Post and Auxiliary participate in should be entered into the "log." The columns for the hours and dollars spent are added for convenience only, and will not have an impact on the judging of the log.

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

