

CIRCLE OF EXCELLENCE

This prestigious honor is reserved for the “best of the best” in the VFW Auxiliary. Presidents on all levels will have the opportunity to join “The Circle”. The criteria are based on leadership, training and membership. The following report needs to be filled out and returned **NO LATER THAN April 30, 2019** (Membership will be calculated on the May 25, 2019 deadline) to:

Department Chief of Staff
Sheri Carrington
13300 Los Coches Road East #6
El Cajon, CA 92021

DISTRICT PRESIDENT CRITERIA:

1. **Growth in membership:** _____
 - a. District must be 98% plus by May 25, 2019.
2. **Comply with Bylaws and follow through:**
 - a. Financial and membership standing (copy of July 2018 Audit) submitted to District Commander by August 31, 2018 _____
 - b. Installation reports received in Department office by July 15, 2018 _____
 - c. Inspected all Auxiliaries, except your own _____
 - d. Taxes, 990 and 199N completed by November 15, 2018 _____
 - e. District and Auxiliary Officers (Presidents, Secretaries and Treasurers) dues paid by December 31, 2018 _____
3. **Communication:**
 - a. Posted on the Department Facebook page at least once per month from July 2018 through May 2019 _____
 - b. Communicated with your Auxiliaries at least quarterly in one or more of the following ways: email, mail, phone, or newsletter _____
 - c. Your District Chairmen sent at least four (4) promotional/communications to each Department Chairman _____
4. **Training:**
 - a. Your District incorporated the “Building on the VFW Auxiliary Foundation” in at least one Meeting or School of Instruction _____
 - b. Your District had at least one (1) school of instruction/training event on programs and organizational knowledge (e.g. Bylaws, Ritual and Booklet of Instructions) _____
5. **Programs Participation:**
 - a. All of your Auxiliaries have reported in all programs _____
 - b. What did your District do to engage every Auxiliary in the work of the Organization? _____

District President Name _____ District _____

AUXILIARY PRESIDENT CRITERIA:

1. Growth in membership:

a. Auxiliary must be 98% plus by May 25, 2019 _____

2. Comply with Bylaws and follow through:

a. Financial and membership standing (copy of July 2018 Audit) submitted to Post Commander by August 31, 2018 _____

b. Installation reports received in Department office by July 15, 2018 _____

c. All tax liabilities, 990N and 199N completed by November 15, 2018 _____

d. Auxiliary Officers (Presidents, Secretaries and Treasurers) dues paid by December 31, 2018 _____

3. Communication:

a. You posted on the Department Facebook page at least twice during the year _____

4. Training:

a. You as President attended the "Building on the VFW Auxiliary Foundation" at a District or Department event _____

b. Your Auxiliary had a school of instruction/training event on programs and organizational knowledge (e.g. Bylaws, Ritual and Booklet of Instructions) _____

c. Your Auxiliary officers were given copies of their responsibilities as listed in the "Building on the VFW Auxiliary Foundation" _____

5. Programs Participation:

a. Your Auxiliary participated and reported in all programs _____

Americanism
Hospital
Legislative
Membership
Scholarships
Veterans and Family Support
Youth Activities

b. Your Auxiliary paid all required program quotas _____

President Name _____ **Auxiliary** _____ **District** _____