

Auxiliary Presidents Circle of Excellence Criteria

Please submit, by April 30, 2023, to Sharonda Lewis, Department Jr. Vice President

1) Growth in membership:

- a) Auxiliary must be 97% plus by May 25, 2023

2) Comply with Bylaws and Follow Through:

- a) Financial and membership standing (copy of April – June 2022 audit) submitted to Post Commander by August 31, 2022.
- b) Auxiliary Bonds completed by August 31, 2022.
- c) Reports received in MALTA or the Department Office by July 15, 2022.
- d) All tax liabilities, 990N and 199N Filings completed by October 15, 2022.
- e) Auxiliary Line Officers dues paid, by December 31, 2022.

3) Communication:

- a) The Auxiliary MUST communicate with your membership at least quarterly in one or more of the following ways: phone, emails, mail, website, Facebook, Instagram, newsletters, or e – newsletters.

4) Training:

- a) You, as President, attended a School of Instruction or Training Sessions at a District or Department event.
- b) Your Auxiliary had a School of Instruction and/or Training Event on Programs and Organizational Knowledge (e.g., Bylaws, Ritual and Booklet of Instructions).

5) Programs Participation

- a) Did your Auxiliary participate, promote and/or donate in All National Programs?
- b) Please enter the month, that at least one report was sent from your Auxiliary to the Department Chairman in the following programs: Americanism, Veterans & Family Support, Auxiliary Outreach, Legislative, Scholarships, Youth Activities, Hospital, Buddy Poppy, National Home, Historian, Chief of Staff/Mentoring for Leadership and Membership.
- c) Did your Auxiliary pay all required program obligations/donations?

President Name:
District#:

Auxiliary #: