

Circle of Excellence

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District Circle of Excellence Criteria:

Your District MUST achieve 250 points or above to enter the Circle of Excellence. Must be submitted by April 30, 2024, to Kathie Okolski, 13528 Sunny Lane, Lakeside, CA 92040 or

LovemyVeteransto@gmail.com

Criteria for entering the Department Circle of Excellence:

1) Growth in Membership:

Membership Standings by May 31, 2024, based on June 30, 2023, final membership statistics.

Membership will be based on figures listed on the CMR – Paid, Cancelled & Deceased report in MALTA.

Possible Points	Actual Points	Criteria
110		Over 100% (plus 3) in Membership by 4/15/24
100		100% plus in Membership, including Deaths by 4/15/24
90		97% or above in Membership, including paid Deaths by 4/15/2024

2) Comply with Bylaws/Administrative Follow-Through:

- a) All installation reports MUST be received at Department and National Headquarters by July 31, 2023. If not, the District President MUST submit a request for a suspension by that date for time to mentor and rejuvenate the Auxiliary.

Possible Points	Actual Points	Criteria
15		Installation reports received at National Headquarters by July 15, 2023
10		Installation reports received at National Headquarters by July 31, 2023

- b) All Auxiliaries MUST be bonded by July 31, 2023. If not, District President MUST submit a request for a suspension by that date to allow time to mentor and rejuvenate the Auxiliary.

Possible Points	Actual Points	Criteria
15		All Auxiliaries bonded by July 31, 2023
10		All Auxiliaries bonded by August 31, 2023, or request for suspension.

- c) District and Auxiliary Officers (Presidents, Secretaries and Treasurers) dues MUST be paid by December 15, 2023, or submit an email or letter to relieve any non-paid Officers to National Headquarters by January 5, 2024.

Possible Points	Actual Points	Criteria
10		Dues of Officers at all levels paid by December 15, 2023, or email or letter to relieve non-paid officers to Headquarters by January 5, 2024.

3) District Communications:

- a) The District MUST communicate with every Auxiliary at least quarterly in one or more of the following ways: email, mail, phone, website, newsletter or e-newsletter or General Orders. This should be reported on the District Presidents report.

Possible Points	Actual Points	Criteria
10		Communicate with Auxiliaries throughout the year.

- b) The District Chairman of each National Program MUST send at least two (2) promotions and/or communications to their Department Chairman.

Possible Points	Actual Points	Criteria
10		District Chairman

4) Training:

The District MUST hold at least one training session* on each of the following:

**Training sessions can take place at a District School of Instruction, Meeting, Convention, or other organized training events. These training events can be combined into one session and Districts can combine the training with other Districts to receive points.*

- a) How to Identify an Unhealthy Auxiliary

Possible Points	Actual Points	Criteria
10		District to host training session on how to identify an Healthy Auxiliary. Date of Training:

- b) National Programs and Organizational Knowledge (e.g., Bylaws, Ritual and Booklet of Instructions).

Possible Points	Actual Points	Criteria
10		District to host training session on National Programs and Organizational Knowledge.by November 30, 2023. :

- c) The Uses of MALTA (Membership and Leadership Technology Access).

Possible Points	Actual Points	Criteria
10		District to host training session on the Uses of MALTA. Date of Training:

- D) Online Auxiliary Academy Video

Possible Points	Actual Points	Criteria
10		District to host training session utilizing Online Auxiliary Academy Video by April 30, 2024.

5) Programs Participation and Working Together on a Common Goal:

- a) The District President MUST submit the District President's report as requested by designated due date.

Possible Points	Actual Points	Criteria
25		District President MUST submit the District President's report as requested.

- b) What did your District do to engage every Auxiliary in the work of the organization? This question should be answered in your final District President report.

Possible Points	Actual Points	Criteria
10		District President MUST describe what the District did to engage every Auxiliary in the working of the organization in the online Year-End report by the April 2024 date specified in the Year-End Report email by Department Headquarters.

- c) All Auxiliaries MUST complete and report on at least one project, activity, or donation that benefits veterans by April 15, 2024. If not, the District MUST submit a request for suspension by that date.

Possible Points	Actual Points	Criteria
10		All Auxiliaries MUST complete at least one project, activity, or donation that benefits veterans by April 15, 2024. If not, the District MUST submit a request for a suspension by that date.

- d) All District Presidents' Official Visit Reports must be submitted to the Department Office within seven (7) days of the visit. All Auxiliaries' reports on the official visits are to be completed by December 31, 2023.

Possible Points	Actual Points	Criteria
50		District Presidents must make sure all Auxiliary Office Visit Reports are submitted by the deadlines.

- e) Any Auxiliary that is below 100% in membership on January 31, 2024, MUST be contacted by a District Officer to determine a need for mentoring and/or other assistance. The District President MUST report on the first of two reports to the Department Chairman of the District President's report by the deadline. *(If all Auxiliaries in your District are at 100% on the report deadline, you will receive the stated points.)*

Possible Points	Actual Points	Criteria
10		District President MUST report on the first of two reports to the Department Chairman of the District President's Report by the deadline.

President Name: _____

District: _____

Auxiliary President Circle of Excellence Criteria

Must be submitted by April 30, 2024, to Kathie Okolski, Department Jr. Vice President

1) Growth in membership:

- a) Auxiliary must be 97% plus by May 25, 2024.

2) Comply with Bylaws and follow through:

- a) Financial and membership standing (copy of Apr-June 2023 audit) submitted to Post Commander
Auxiliary is bonded by August 31, 2023. Yes ___ No ___
- b) Installation reports received in MALTA or Department office by July 15, 2023 _____
All tax liabilities, 990N and 199N completed by October 15, 2023 _____
- c) Auxiliary Officers dues paid by December 31, 2023 _____

3) Communication:

- a) The Auxiliary MUST communicate with your membership at least quarterly in one or more of the following ways: email, mail, phone, website, Facebook, newsletter or E-newsletter. _____

4) Training:

- a) You as President attended a School of Instruction or Training Sessions at a District or Department event? Yes ___ No ___
- b) Your Auxiliary had a school of instruction/training event on programs and organizational knowledge (e.g., Bylaws, Ritual and Booklet of Instructions) Yes ___

5) Programs Participation:

- a) Did your Auxiliary participate and report in all National Programs? _____
- b) Please enter the month at least one report was sent from your Auxiliary to the Department chairman in the following required programs:
- i) **Americanism:** _____
 - ii) **Hospital:** _____
 - iii) **Veterans & Family Support:** _____
 - iv) **Another program:** Program name:) _____
- c) Your Auxiliary paid all required programs donations. _____

President Name _____ Auxiliary _____ District _____