

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, 2025, to Angela Prill, 2925 Marigold Drive, Fairfield, CA 94533 or APrill.Post2333@gmail.com

Criteria for Entering the Department Circle of Excellence:

1) Growth in Membership:

Membership Standings by May 31, 2025, based on June 30, 2024, 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 101% in Membership, not including deaths (current percent)
100		100% plus in Membership, not including deaths (current percent)
90		100% plus in Membership, including paid deaths (paid percent)
80		97%-100% in Membership, including paid deaths (paid percent)

2) Comply with Bylaws/Administrative Follow-Through:

- a) All installation reports MUST be received at Department and National Headquarters by July 31, 2024. If not, the District President MUST submit a request for a suspension by that date for time to mentor and rejuvenate the Auxiliary. Once suspension is lifted, points may be awarded.

Possible Points	Actual Points	Criteria
15		Installation reports received at National Headquarters by July 15, 2024
10		Installation reports received at National Headquarters by July 31, 2024

- b) All Auxiliaries MUST be bonded by August 31, 2024. If not, District President MUST submit a request for a suspension by that date to allow time to mentor and rejuvenate the Auxiliary. Once suspension is lifted, points may be awarded.

Possible Points	Actual Points	Criteria
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15		All Auxiliaries bonded by July 31, 2024
10		All Auxiliaries bonded by August 31, 2024, or request for suspension.

- c) District Presidents shall, within 30 days after installation into office or by October 1, 2024, whichever is sooner) submit to the Commander of their respective Districts the last District audit and membership status report.

Possible Points	Actual Points	Criteria
10		District Presidents shall submit to their respective District Commanders an audit/financial and membership report within 30 days of installation where possible, but not later than October 1, 2024

- d) District and Auxiliary Officers (Presidents, Secretaries, Treasurers and Trustees) dues MUST be paid by December 31, 2024, or submit an email or letter to relieve any non-paid Officers to Department and National Headquarters by January 5, 2025.

Possible Points	Actual Points	Criteria
10		Dues of Officers at all levels paid by December 31, 2024, or email or letter to relieve non-paid officers to Headquarters by January 5, 2025

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 President's 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) reports (simple memos) describing how they are promoting the Programs to their Department Chairman.

Possible Points	Actual Points	Criteria
10		Two District Chairman's reports to Department 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 Unhealthy Auxiliary by February 1, 2025.

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, 2024

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) Programs, including identifying items eligible for reporting and use of the Department’s online reporting system

Possible Points	Actual Points	Criteria
10		District to host training session about the National Programs, identifying items eligible for reporting and use of the Department’s online reporting system by March 15, 2025.

e) The President (or Senior/Junior VP designee), Secretary, Treasurer, and at least one Trustee, from each District, must attend Department training either in person or via teleconferencing

Possible Points	Actual Points	Criteria
20		President (or Senior/Junior VP designee), Secretary, Treasurer, and at least one Trustee from each District, must attend Department training either in person or virtually by March 15, 2025.

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

a) The District President MUST submit the District President’s Report by May 15, 2025.

Possible Points	Actual Points	Criteria
25		District President MUST submit the District President’s report by May 15, 2025.

- 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's 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 2025 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, 2025. 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, 2025. 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 District Official Visits are to be completed by December 31, 2024.

Possible Points	Actual Points	Criteria
50		District Presidents must ensure all Auxiliary Official Visit Reports are submitted by the deadlines

- e) Any Auxiliary that is below 100% in membership on January 31, 2025, MUST be contacted by a District Officer to determine a need for mentoring and/or other assistance. The District President MUST report the actions taken, status and resolution to the Department President by April 15, 2025. *(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 actions taken, status and resolution to the Department President by April 15, 2025

President's Name: _____

District: _____