

Circle of Excellence & Reporting



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VFW Auxiliary National Secretary-Treasurer

Circle of Excellence



Receiving recognition for achieving 250 points or above in the following VFW Auxiliary areas.

- Growth in Membership
- Comply with Bylaws/Administrative Follow-Through
- Department Communications
- Training
- Programs Participation and Working Together on a Common Goal.

Growth in Membership



Membership Standings by June 30 based on the previous year's final membership statistics. Membership will be based on figures listed on the CMR – Paid, Canceled & Deceased report in MALTA.

Comply with Bylaws/ Administrative Follow-Through



- A.** All Installation reports **MUST** be received at National Headquarters by July 31.
- B.** All Auxiliaries **MUST** be bonded by August 31.
- C.** The Department **MUST** have submitted a Council-approved Audit and Budget by October 1.
- D.** Department, District and Auxiliary Officers (President, Secretaries and Treasurers) dues **MUST** be paid by December 31.
- E.** The Department **MUST** have submitted the names of their VAVS Representatives to National.

Department Communications



- A.** The Department **MUST** communicate with every Auxiliary at least quarterly in one or more of the following ways: email, mail, phone, website, newsletter, e-newsletter or General Orders.
- B.** The Department Chairman of each National Program **MUST** send at least four (4) promotionals and/or communications to their National Ambassador.

Training



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

- A.** How to Identify an Unhealthy Auxiliary.
- B.** National Programs and Organizational Knowledge (e.g.,: Bylaws, Ritual and Booklet of Instructions).
- C.** The uses of MALTA and the Online Academy by April 30.

*Training session can take place at a Department School of Instruction, Meeting, Convention or other organized training events. These trainings can be combined into one session.

Programs Participation and Working Together on a Common Goal



- A. The Department President **MUST** complete and submit the online Year-End Report.
- B. What did your Department do to engage every Auxiliary in the work of the organization?
- C. All Auxiliaries **MUST** complete at least one project, activity or donation that benefits veterans by April 30.
- D. The Department must hold a joint VFW and VFW Auxiliary Department-level project in addition to the current National Scholarship Programs. Project must be completed by April 30.
- E. Any Auxiliary that is below 100% in membership on January 31 **MUST** be contacted by a Department Officer to determine a need for mentoring and/or other assistance. The Department Officer must contact the Auxiliary on or before April 15. The Department Officer must then report to the Department President by April 30.

Awards



Awards for Departments and Department Chairmen:

1. \$500 to the Department for meeting all the criteria listed in the National Program Book and entering their COE application.
2. Circle of Excellence Patch for the Department Banner.

Awards for Department Presidents:

1. Circle of Excellence medallion.
2. Circle of Excellence scarf or tie.
3. Circle of Excellence pin.