

**AMERICAN LEGION AUXILIARY
DEPARTMENT OF ARIZONA HEADQUARTERS**

SPECIAL MEMORANDUM

SERIES: 2024-2025

SUBJECT: DUES, MANDATES, FEES, DONATIONS, ETC.

The following are program funds that need to go through the Department Books. **Checks are to be made payable and sent to American Legion Auxiliary, 4701 N. 19th Ave. Suite 100, Phoenix AZ 85015-3727.** Please write separate checks for MEMBERSHIP, and Mandates. All others may be included in one check with an explanation as to where the funds are being donated to.

REMINDER: ALL MANDATES ARE DUE 30 DAYS PRIOR TO CONVENTION OR YOUR UNIT WILL FOREFIT IT'S RIGHT TO VOTE. DO NOT SEND DISTRICT MANDATES TO DEPARTMENT, SEND THEM TO YOUR DISTRICT.....

DUES: Current and previous years dues are **\$25.00 per Senior** and **\$4.00 per Junior**. This includes Department and National dues. It also includes a subscription to the *National News* magazine for senior member.

MANDATES: 2024 Department Close of Books membership totals are used to determine the base for assessments – District AND Department. **Rehabilitation Per Capita (RPC)** is twenty cents per SENIOR member. (RPC is sent on to National for their use in veterans programs.) **Delegate Per Capita (DPC)** is forty cents per member, JUNIOR AND SENIOR. (DPC is used by the Department to send delegates to National Convention.) **Junior Activities Per Capita (JAPC)** is twenty cents per member, JUNIOR AND SENIOR, and is paid whether or not your Unit has any Juniors and is used to send Junior Delegate and chaperone to National Convention. (JDPC) is used by the Department to support the Junior Activities Fund.) Fiduciary **BOND** covers all Units and is forwarded to National every three years. **Bond fee per Unit is \$5.50.**

POPPIES: Units are urged to order poppies. **Poppies are \$150.00 per thousand and can be ordered in increments of 100 (\$15.00 per hundred).** Poppies must be ordered by **September 30, 2024.** Please use the form on the Department website to order poppies. Units must order at least 100 poppies to compete for Department Awards except membership. **After Poppy Distribution is completed, 10% of NET Poppy proceeds are to be sent to Department.** Poppy Funds are restricted funds, see the *ALA Poppy Guide* for explanation.

WELFARE PLEDGE: This money stays in Department for use in the Welfare Budget for Veterans programs and direct aid.

CHRISTMAS PLEDGE: This money stays in Department for use in the Welfare Budget for each VA Medical Center (VAMC) in Arizona to place dollar bills in Christmas Cards for the hospitalized veterans. It's just a small gift, but is very much appreciated.

HOSPITAL PARTIES &

SOCIAL SERVICES: This money is sent to the VAMC's as designated by Units for monthly Bingo Parties,

comfort items, recreation & medical equipment, carnivals, etc.

GIFT SHOP:

Money is used for purchasing gifts that enable hospitalized veterans to pick out gifts (free of charge) for themselves and their families to celebrate the Christmas Holiday.

PAST PRESIDENT'S

PARLEY:

This money funds scholarships in nursing and health care occupations for students attending Arizona schools.

AUXILIARY EMERGENCY

FUND:

This money is sent to National for assistance to Auxiliary members during a personal crisis or natural disaster. Certain Pre-req. are required.

JUNIORS:

This money stays in Department and helps pay the way for our Junior representative and her chaperon to attend the National Junior Meeting. As well as, off-setting Department Junior Meeting Expenses.

GIRLS STATE:

Fees are \$300.00 for the Unit and a \$100.00 registration fee from the girl. Units are to deposit all monies received for your Girls State program and write one check to cover fee and registration for the girls. Fees must be sent to the Department Girls State Director with delegate and alternate cards, NOT to Department Headquarters. **Donations** to the Girls State fund may be sent to Department Headquarters.

NAT'L. LEADERSHIP

DEVELOPMENT FUND:

Courtesy This money stays in Department to help with expenses when Arizona has a candidate for National Office.

DEPARTMENT OFFICE OVERHEAD EXPENSES FUND: This money stays in Department to help keep the Department Headquarters Office open with proper furniture and equipment, and all expenses incurred.

CAVALCADE OF

MEMORIES:

Funds are used to furnish the cavalcade room at Headquarters and for supplies and materials needed, such as scrapbooks, binders, framing, etc.

DEPARTMENT PRESIDENT'S

SPECIAL PROJECT:

This money is used for the special project of the Department President. This year, the project is **"PAWSS"**. Look for more information from the Department Chairman.