

AMVETS Ladies Auxiliary Department of Michigan
LOCAL AMERICANISM/SOS OFFICER INSTRUCTIONS
2025 - 2026

#1 As Americanism/SOS Officer for your Auxiliary, it is your job to:

- Encourage all members to actively participate as purposeful citizens (Americanism) and acknowledge the service and sacrifice of US veterans.
- Serve Our Servicemen and women (SOS). The SOS Program which focuses on active US military personnel is equally important in peacetime as in war. By bringing assistance, help, cheer, etc., it lets our active-duty service personnel know we care about and appreciate their service to our country.

#2 All projects should have prior approval of the Auxiliary, be recorded in the minutes, and be performed in the name of the AMVETS Ladies Auxiliary.

- Set up a notebook to record all the work done by your Auxiliary members. It is much easier to fill out a report if you have an accurate record.
- Americanism and SOS (Serve our Servicemen) are reported separately in the Department of Michigan, so it is a good idea to have two notebooks.
- Your program activity will be reported to the Department Americanism/SOS Officer twice per year – midyear and final.
- Project sheets and Service Report Forms can be downloaded from the Department Auxiliary website which is www.amvetsauxdeptmi.org under Forms. Be sure to use the most current forms or your reports will be rejected.

#3 One copy of your Mid-year Report is mailed or e-mailed to the Department Americanism/SOS Officer, postmarked no later than November 5th of the current year. Always file a report even if you have “Nothing To Report At This Time.” One copy of your annual (final) report is to be mailed or e-mailed to the Department Americanism/SOS postmarked no later than May 5th of the current year.

- Your project reporting will be included with all projects reported to your Department service officer and sent to the Department NEC
- The Department NEC sends the Department service officers reports to their National counterparts to be combined Nationally and reported by AMVETS to the US Congress to influence veterans-related legislative priorities.

#4 Read all communications including the bulletins you receive from Department or National Officers. Also, check the Department and National Auxiliary's websites often for updates. You will find a link to the National website on the Department website (www.amvetsauxdeptmi.org). They contain critical information which can assist you with your program. Share the information with your members by including it in the reports you give at your meetings.

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#5 Read the Donors Rules carefully and follow them to qualify for awards at the Department Convention. Donor Rules are sent to each local President in a Convention Bulletin during the month of March by the Department. Have them handy when filing your reports.

#6 Our Americanism program is threefold: (A) Positive Americanism (B) People to People (C) Citizenship.

- POSITIVE AMERICANISM – here is a list of projects you may choose:
 - Present flags and flag information brochures to schools, institutions, youth groups
 - Present flag programs in your local schools.
 - Sponsor the Americanism Flag Coloring, Poster and Essay Contests. The applications for these contests can be found on the Department Auxiliary website (amvetsauxdeptmi.org). .
 - Send a 9th grade student to the AMVETS National Youth Leadership Seminar at Founding Forward* at Valley Forge in November,
 - Support Founding Forward (formerly Freedoms Foundation)
 - Promote “Love America Week” during the week of Veterans’ Day,
 - Distribute historical documents to schools, etc. such as the Declaration of Independence, Bill of Rights, etc,
 - Promote “Pledge of Allegiance Day” in your area schools. This event is held on April 30 or the last school day in April at 1:30pm EST.
 - Support the Chapel of Four Chaplains ceremony.
 - Support the carillons in the State of Michigan (Jacobetti, Great Lakes National Cemetery, Ft Custer)

*Founding Forward is located at Valley Forge, PA and is dedicated to effectively communicating with young people the principles upon which our nation was founded. Each year students from all over the Nation participate in seminars that teach US History, Constitutional Rights and Citizenship. May is Freedoms Foundation month. The purpose of this month is:

- To give our members a better understanding of our National programs through scheduled special activities and events.
- To obtain publicity in local newspapers, radio and television stations to make the community aware of the support we give to this program.
- To make an extra effort to raise funds for this program.
- PEOPLE-TO-PEOPLE:
 - Send used greeting cards, stamps, etc. to foreign missions.
 - Give your support to CARE, Project HOPE, Freedom from Hunger Foundation and UNICEF.
- CITIZENSHIP:
 - Sponsor “Get Out & Vote” campaigns

- Urge Auxiliary members to vote in all elections.
- Encourage Auxiliary members to support legislative matters which might be sent from Department and National Legislative Officers through petitions, letter writing, or e-mails.
- Sponsor Citizen Day Programs
- Assist with new voter registration
- Sponsor and/or participate in Patriotic Parades.

#7 SUGGESTIONS FOR SOS PROJECTS:

- Present writing kits and toiletries to our Service Personnel as they leave for service;
- Stay connected with Service Personnel from your community. Remember them on holidays, birthdays. A subscription to the local newspaper is always appreciated;
- If there is a U.S.O. Center in your area, contact it to see how your Auxiliary can help. The U.S.O. needs volunteers and items, so there is much you can do;
- Send comfort packages to those overseas;
- Make Servicemen or women who are visiting your area feel welcome. Invite them to your Post Home for scheduled activities and the use of your facilities;
- Help provide transportation for visiting Servicemen;
- Letters mean a lot to anyone away from home - many without families. Sponsor letter writing projects;
- Send expired coupons (up to 6 months expired) to Servicemen/Women overseas;
- Addresses of where to send them can be found on Google by searching "Expired Coupons for Military".

Reviewed and Revised by the Department Parliamentarian April 2025
