

Department Commander Richard Leirer Post 10003, Carmel

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“Just ask!”

As we start my year as your Veterans of Foreign Wars Department of Indiana Commander for 2022-2023, I want everyone to know I am available, “just ask”! If you are having an event for or about the VFW, celebrating a Post anniversary, having a Patriotic or a military based community event, ask the Adjutant to put it in my schedule, if possible, I will be there! If your Post needs help with a fund raiser and you think I can help,”just ask”! I am here to serve you, yes, I really mean that, I know a lot of people say it, but I plan on doing it. My goal is to visit every Post in Indiana, all 138, “just ask”!

With the assistance of Past Commanders and line officers we have developed an obtainable All State membership program for 2022-2023. There are some new requirements and some of the normal ones have been modified. The All State program for both Post and District is point based, a Post will need 2500 points out of the 3225 available, a District will need 2100 out of the 2725 available. There are new incentives for members to earn cash for recruiting or renewing early, and cash incentives for Post and Districts.

The VFW of Indiana is the 12th largest Department in the VFW, we could easily be in the top 10. Sometimes we act like we are a small little Department but we not, we are INDIANA. At last count Indiana has approximately 410,000 Veterans but the VFW Department of Indiana only has 26,947 members, and that number is going **down**. Yes, I realize many of those 410,000 Veterans are probably not eligible for our combat-based organization. According to information available in government databases there are around 300,000 combat veterans in Indiana, all potential members! I am not going to spend the entire year preaching on membership, but it is very important. Just ask the Commander In Chief when he testifies in front of Congress or ask our State Legislative Chairperson, the more members the more influence we have with politicians. The more influence the more earned benefits we can get for Veterans.

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I am however going to push hard on Voice of Democracy and Patriot's Pen. I think these programs are very important not just for the students but for the image of the VFW. If we get more students involved, we can show we are not just a smokey bar where grouchy old guys sit around and drink. The parents of those students are young, and many are Veterans, if they see we are more focused on the community, maybe they will want to be part of this great organization. To that end the Veteran Foundation of Indiana and the Council of Administration have agreed to increase the awards, see the letters in this manual from the Chairpersons.

I have been the Chairman of four Post suspensions committees and two of the Posts had to be closed. There is nothing in the VFW sadder than closing a Post that has been around for 50 years or more years. But that's what happens when no one will step-up or someone is allowed to mis-manage the Post funds, or both. As Commander of *YOUR POST*, you should know when your Post is headed in the wrong direction, don't wait till it's too late, ask for help early! Start with your District Commander they will help, or they will ask for help. The Department has many very experienced leaders who have seen a little bit of everything happen in a VFW Post, they can be a great resource and I am certain any of them will help, "just ask"!

Thank you for electing me Commander it will be my honor to serve the Veterans of Foreign Wars of Indiana. Let's all have a fun year and hopefully a very successful year for the VFW Department of Indiana. Do good things for the Veterans in our State and support our communities.

We the Veterans of Foreign Wars are the *"patriotic center of our communities"*.

Richard Leirer
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Indiana

Past Commander in Chief
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As we begin a brand-new VFW year let us rededicate our efforts to do the work that we know that's so important to our Nations veterans and their families. You must arm yourselves with all the knowledge you can obtain to truly do the work that this organization was founded on. How can I get armed with that knowledge? First you need to read and understand the General Orders, it's your direct line to what the Department Commanders goals are for the year and has much valuable information that you will need for your upcoming year that's on the website.

Secondly, the National website is full of information vfw.org. There you will find training videos and information that will guide you as to what's happening at the National level. Then there's information you can sign up for to enhance your ability to understand the mission.

You have the VFW Dispatch, National General Orders, C of A Weekly and it's very important to sign up for the Action Corp. It will give you great insight as to what the Organization is doing on the legislative front. You will be asked to contact your Congress people and Senators when a veteran's bill comes up so that they will know how important the bill is and ask for their support.

To the Post Commanders, please know that much if not all of the success for the District, State and National level is dependent upon your willingness to achieve the goals set forth. It won't be easy but not much in life is easy. To the District Commanders, if you visit your Posts and let them know you care about them it will go a long way to for the success at the District level and in turn will flow uphill for the opportunity for the Department to be successful and in turn make the National Organization and the VFW successful. I believe you see how important success is at the Post level. It's a bottom-up Organization, always has been and always will be.

Having had the privilege to serve as Commander in Chief of the VFW and going to North of Hanoi see what our county goes through to bring out lost service members back home to their families so that closure will and should be importance to us all

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In closing, I'm old enough to remember when the WWII veterans were the main stay of the Organization. As I traveled to Russia and China to meet with those veterans' groups, we learned that they had information on our missing. That's how important it is for us to never forget.

In closing, it's time to train and mentor this new generation of veterans so that they can take the reins and ensure that the Veterans of Foreign Wars of the US will be around for many years to come. I wish I could say that we will never have a service man or woman in harm's way, but we know and understand that there will always be those that will fight to ensure that the other 99% of Americans will be safe. Volunteers are the most important asset that the VFW has. I would say good luck but it's your efforts that's going to propel the VFW into this new century of service not luck.

Bill Thien

Past Commander In Chief
VFW Department of Indiana
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Purpose of the Commanders Manual

The purpose of this manual is to provide a reference guide for Post and District Commanders. We all realize Post Commanders are the frontline of the VFW with the District Commanders covering their “six” and the rest of us providing rear echelon support. The information in this manual should familiarize the Commander with the duties and responsibilities of the Council of Administration, the Finance Committee, Service Office Committee, the Inspector, the Service Office, and Membership plus many others.

Most if not all this information is available on the Internet/Web but we realize not all of us are proficient at searching the web to find specific information. Once the information is found we can’t download or print it correctly, so what good is it. This manual should provide you with the essentials to be “outstanding Commanders”. In some cases, there may be a reference to a specific web site for information too lengthy to put in this manual. For example if I wanted you to see the ADOPT-A-UNIT form I would just provide the exact web address, <https://vfw.org/community/troop-support/adoptaunitapplication>. You could then type this in your browser exactly as presented and the Adopt-A-Unit application would appear on your screen.

There is no way this one manual is going to answer all your questions. Remember your military training, use your chain of Command. Post to District, District to State and finally State to National. If there is a break down along the way by all means call me but the first thing, I will probably ask is did you follow the chain?

This is the first year for Indiana creating a Commanders Manual. My goal is prove the value of a document like this in hopes to continue it each year and make the manual a real asset to Post and District Commanders. Please send any recommendations for improvement or other comments to either the Adjutant or the Commander.

Let’s have a great year that we all enjoy and in the end make the VFW of Indiana a stronger Veterans service organization that Veterans want to be part of!



Veterans of Foreign Wars
Department of Indiana
Department Commander 2022-2023

INDIANA VFW STATE DIRECTORY

Main Number (317)377-1795

Fax Number (317)377-1797

State Officers

Commander

Richard Leirer – 317-696-0129 – rwleirer@yahoo.com

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Sheila Corcoran – 317-413-8142 – -scorcoran.vfw@gmail.com

Junior Vice Commander

Cory Mahan – 812-385-6866 – cory.mahan.vfw@gmail.com

Surgeon

Roger Ferguson – 812-480-4154 – -rferguson8169@gmail.com

HQ Staff

Adjutant

Rebecca Murphy - 765-561-4754 – adj@vfwin.org

Quartermaster

John Reischman – 317-474-5375 – -qm@vfwin.org

HQ Office Administration/Communications

OPEN POSITION - 317-377-1795

State Service Officers

Department Service Officer

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Assistant Department Service Officer

Mark Carr – 317-916-3629 – Mark.Carr1@va.gov

Veteran Service Officer

Shannon Carr, 317-916-3629, Shannon.Carr@va.gov

Receptionist

Teresa Petree, 317-916-3629, Teresa.Petree@va.gov

Veterans Foundation of Indiana

President, Richard Leirer – 317-696-0129 – rwleirer@yahoo.com

**Indiana VFW Auxiliary
Department Officers**

President

Harriet Figg – 812-325-3082 – harrfig@yahoo.com

Senior Vice President

Jennie Pickens – 574-210-8310 – genniepic1951@yahoo.com

Junior Vice President

Kathy Hankins - 765-277-0238 - bossmabel2001@yahoo.com

Treasurer/Secretary

Kassandra Osborn - 260-273-0238 - Osborn.kassandra@gmail.com

Chaplain

Jessie Davenport -260-749-4377 - Jdavenp93@outlook.com

Chief of Staff

Sharron Barger - 812-585-0133 - sharron.barger@yahoo.com

National VFW Numbers

Kansas City Office (833) 839-8387

Washington D.C. Office (202) 543-2239

Emblem & Supply Store (833) VFW-VETS

Member Service Center (833) VFW-VETS

Insurance Program (800) VFW-VETS

Post Insurance (800) 829-8390

VFW Member Benefits (833) VFW-VETS

**HQ Address:
9555 E. 59th Street
Indianapolis, IN 46216**

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June 2022	
5	Commanders Open House – Post 10003 - Carmel, IN
11 – 12	2022-2023 Department Planning Meeting – Post 10003 – Carmel, IN
July 2022	
4	Independence Day
16 – 22	National Convention – Kansas City
August 2022	
5-6-7	State Golf Tournament Vincennes
19	C of A Meeting, Indianapolis Marriott East
20	School of Instructions, Indianapolis Marriott East
26 - 28	National CIC Homecoming
September 2022	
5	Labor Day—HQ Closed
11	Patriot Day
16	POW/MIA Day – War Memorial, Indianapolis
24	VFW National Home Bus Trip
25	Indiana Day, VFW National Home, Eaton Rapids, MI
30	State Campout, Rushville, IN Sep 30 th – Oct 2 nd
October 2022	
Sep 30-1-2	State Campout, Rushville, IN Sep 30th – Oct 2nd
10	Columbus Day – HQ Closed
14 - 16	Big 10 Conferences, Milwaukee, WI
23	VFW Day Indiana Veterans Home, Lafayette, IN
28	C of A Meeting, Indianapolis Marriott East
29 - 30	Fall Conference, Indianapolis Marriott East
November 2022	
11	Veterans Day – HQ Closed
24	Thanksgiving—HQ Closed
December 2022	
7	Pearl Harbor Day
10	C of A Meeting, Nashville, IN
23	Christmas— HQ Closed
31	New Years Eve— HQ Closed
January 2023	
1	New Year’s Day
16	Martin Luther King Day— HQ Closed

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February 2023	
20	Presidents' Day
March 2023	
3-9	Voice of Democracy, Spring Legislative Conference, Washington, D.C.
24	C of A Meeting, Indianapolis Marriott East
25 - 26	Spring Conference – VOD/PP Banquet, Indianapolis Marriott East
April 2023	
7	Good Friday— HQ Closed
21	All State Packets due to HQ
22	Commander and President Testimonial, Post 10003 – Carmel, IN
May 2023	
1	Loyalty Day
14	Mothers Day
29	Memorial Day— HQ Closed
31	Department Awards Deadline
June 2023	
8	C of A Meeting, Indianapolis Marriott East
8 - 11	State Convention- Awards Banquet, Indianapolis Marriott East
July 2023	
4	Independence Day - HQ Closed
22 - 28	National Convention, Phoenix, AZ

Notes	

VFW PROGRAMS DEADLINE DATES

Smart/Maher Citizenship Education Teacher Award

*October 31, Entries to the Post

November 15, Completion of Post judging

December 15, Completion of District judging

*February 1, Department winners and reports due to National (to guarantee receipt for Department Convention presentation)

Voice of Democracy and Patriot's Pen

*October 31, Student entries to the Post

November 15, Completion of Post judging

December 15, Completion of District judging

January 10, Completion of Department judging

January 15, District participation reports due to Department Chairmen

*January 15, Department winners due to National

*January 31, Department reports due to National

Scout of the Year

*March 1, Scout entries to the Post

*April 1, Post entries to Department Scouting Chairman or Department HQs

*May 1, Department entry to National from Department Scouting Chairman or Department HQs

Community Service

*April 30, Post Special Project & Fred C. Hall Award Submission (Dept to National)

*April 30, National Outstanding Community Service Post Submission (Dept to National)

*April 30, Department Community Service Report (Dept to National)

Public Servant National Award (Law Enforcement, Firefighter, Emergency Services)

January 1, Nominations due (from Post to Department)

*February 1, (to guarantee receipt for Department Convention presentation), Nominations due from Department to National

National Certificate of Recognition

April 1 (to guarantee receipt for Department Convention presentation), List due to National from Department

Department Awards & Deadline Dates

Community Activities Award – 2 Awards

One award for the total Community Service and the second award based on the highest percentage of increase in Community Service as reported by Community Service Chairperson as of May 31, 2023. Presented at Convention

Awards for each

1st Place \$150 – Plaque

2nd Place \$100 – Plaque

3rd Place \$75 – Plaque

Loyalty Day Parades

Based on submissions from received by May 31, 2023. Submission should include a narrative of the parade, number of Post participating, any State officers, pictures, and estimated public attendance. The Post that sponsors the District Parade is eligible Post Award. Submissions made to the Senior Vice Commander

Awards

Best District \$100 - Plaque

Best Post \$100 – Plaque

Post Publication Award

Based on submissions received by May 31, 2023. Submission should have copies of publications for the previous year, prefer electronic version. Include name of editor. Submissions made to Combat Veteran Editor.

Awards

Best Post \$100 – Plaque

Honor/Color Guard Award

Based on submissions received by May 31, 2023. Submission should include pictures of events, funeral ceremonies, and parades. Number and type of events. Submissions made to Junior Vice Commander.

Awards

1st Place \$300 – Plaque

2nd Place \$200 – Plaque

3rd Place \$100 - Plaque

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James Butters - Post Service Office Award

Based on submissions received by May 31, 2023. Submission should include numbers of Veterans helped, events held, coordination with Department Service Officer. Submissions made to the Department Service Officer.

Awards

Individual \$100 – Plaque

Scharrfin Award

Post with the most attendees at the annual Indiana National Home Day and with the largest donation to the National Home. Submission should include picture of attendees at the National Home and proof of donation from National Home. Winner is decided on a point system, one point for each Post member present and one point for each \$100 dollars or portion of. Example 9 members attended, and the Post donated \$2356.00. 9 points for members and $\$2356/100=23.56$ round up to 24, total points equal 33. Submissions due by May 31. Submissions made to Adjutant, reviewed by Commander.

Awards

Best Post \$100 – Plaque

Indiana Veterans Home Award

Post with the most attendees at the annual Indiana Veterans Home Day and with the largest donation to the Indiana Veterans Home. Submission should include picture of attendees at the Indiana Veterans Home and proof of donation from Indiana Veterans Home. Winner is decided on a point system, one point for each Post member present and one point for each \$100 dollars or portion of. Example 9 members attended, and the Post donated \$2356.00. 9 points for members and $\$2356/100=23.56$ round up to 24, total points equal 33. Submissions due by May 31. Submissions made to Adjutant, reviewed by Commander.

Awards

Best Post \$100 – Plaque

Dwight D Eisenhower Leadership Award

Commanders' selection from the outstanding leaders within the Department.

Award

Individual \$200 – Plaque

Duties & Responsibilities of a Post Commander

The duties and responsibilities of a Post Commander are extensive, and the list below is by no means complete. This is an attempt to provide Post Commanders a resource and a basic guide. Without a doubt being a Post Commander is the hardest job in the VFW. Your best resource is previous Commanders, your District Commander, the latest version of the Congressional Charter, Bylaws, Manual of Procedure and Ritual, if you don't have one get one, it is available online at VFW.ORG or the VFW Store.

1. Familiarize yourself with:

- a. VFW Congressional Charter, Bylaws, Manual of Procedure and Ritual
- b. Department Bylaws
- c. Department Club Rules
- d. Post Bylaws
- e. Post Club/House Rules (If applicable)
- f. Post SOP or other written policies (If applicable)

2. Holding monthly Post meeting:

- a. Familiarize yourself with
 - i. Robert's Rules of Order
 - ii. Know how to handle motions and basic parliamentary procedure
- b. Know when to use the gavel and when to salute. One rap calls attention or seats the body when standing. Two raps of the gavel calls everyone to standing attention.
- c. Prepare a written guide or use the VFW Ritual to run a proper meeting.
- d. At the start of each meeting have the members recite the purpose of the VFW, Section 230102-Purposes of the Congressional Charter (see ritual).**
- e. Ensure accurate minutes are taken.
- f. Properly initiate any new members.
- g. Ensure General Orders are reviewed.
- h. Only official VFW covers are allowed no ball caps.

3. You are responsible for the Post participating in the following Programs:

- a. Voice of Democracy
- b. Patriot's Pen
- c. Teacher of the Year
- d. Scout of the Year
- e. Buddy Poppy

4. Membership - Everyone's Responsibility

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- a. Understand the State Membership Plan, every Post can make All State and everyone should try for All American.
- b. Know your membership resources:
 - i. Department Membership Chairperson and regional membership chairpersons, they are in the directory.
- c. Appoint a member to be your Post membership chairperson, usually SVC or JVC.
- d. Understand the National Membership Plan

5. Membership – New and Transfers

- a. Ensure each new member application or transfer is reviewed by the membership investigation committee for eligibility. This should include both new candidates and transfers.
- b. Your membership must vote on any new or transferred member. The membership may accept or deny any new candidate or transferring member.
- c. Each new member must be initiated, see Initiation ceremony in the ritual.

6. You are responsible for the Post Inspection being completed.

- a. Not the Quartermaster – You are responsible.
- b. Ensure the Quartermaster and the Adjutant have the documentation called for on the Inspection form.
- c. Prepare in advance for the Inspection.
- d. Remember Inspections are not a PASS/FAIL – they are merely a program to ensure your Post is on the right track.

7. Post Officers

- a. Ensure all officers of the Post understand their responsibilities. (See VFW Congressional Charter, Bylaws, Manual of Procedure and Ritual).
- b. Work with the junior officers, develop your team, someday you want them to become Commander.
- c. Have them attend School of Instruction at the District and State level.

8. If you have a canteen/club room.

- a. Ensure your House Committee understands their responsibilities.
- b. Ensure they are familiar with the Department Club Rules.
- c. You and the Quartermaster are members of the House Committee.
- d. You are not the manager of the canteen/club room, the House Committee is tasked with managing the canteen/club room.

9. District & Department functions:

- a. Post Commander or your representative must attend District meetings. If your Post misses two in a row the Post Commander will be suspended.
- b. You should attend the District and Department School of Instruction.

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- c. Your Post should be represented at all District and Department functions, including:
 - i. Fall Conference and Spring Conference (See Department Calendar)
 - ii. State Convention (See Department Calendar)
 - iii. State visit to the National Home (See Department Calendar)
 - iv. State visit to the Indiana Veterans Home (See Department Calendar)

10. Miscellaneous:

- a. Election Report – make sure it is correct, including emails and phone numbers for each position. IF someone resigns or is no longer filling the position then you need to correct the election report.
- b. Ensure the Quartermaster is properly bonded.
- c. Ensure the Quarterly Trustee Audit is completed by the Trustees not the Quartermaster.
- d. Ensure all fees to the District and Department are paid when due.
- e. Ensure delegates are elected to the Department Convention and the National Convention.
- f. There are many awards available to deserving members, review the Department Awards section of the Commanders Manual.

The Post is your responsibility, take care of it.

Senior Vice Commander

Sheila Corcoran

Post 1587, Indianapolis

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1621 Cunningham Road

Speedway, IN 46224



Congratulations to all our newly elected and appointed officers serving at the Post, District and Department levels for the 2022-2023 year. Each and everyone one of you are vital to our organization. Without you and your hard work we will fail. Thank you for selecting me to be your Department of Indiana Senior Vice Commander. This is quite an honor and I will do everything in my power to make you proud of me.

Per the National Manual of Procedure Section 518-Officers: Duties and Obligations: The Department Senior Vice Commander shall assist the Commander in preserving order, preside in the absence of the Commander, provide such advice and assistance as may be required and perform such other duties as are usually incident to such office or may from time to time be required by the laws and usages of the organization or lawful orders from proper authority.

Our department has remained strong and viable to the Veteran community. We must continue to think outside the box to become more active in our communities. When you become more active in the community you will recruit new members to our great organization.

Commander Leirer's motto this year is "Service-Honor- Advocacy". Think positive and stay motivated. If I can ever be of assistance, please do not hesitate to reach out to me.

Sheila Corcoran

State Senior Vice Commander

VFW Department of Indiana

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Junior Vice Commander Cory Mahan

Post 2714, Fort Branch

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4161 E. 100 N.

Princeton, IN



Greetings Comrades,

I will be your Junior Vice State Commander this year. I will not retype what the by-laws says this job is, because it is one of the shortest job descriptions in the book. Basically, my job is to assist the Commander and provide advice and assistance. Some of my duties include being a part of state functions, serving as a state representative for district meetings and other functions and giving advice and guidance, when needed, to comrades in our great state.

Something the by-laws do not address is that all positions in the VFW, including mine, should still be learning. I know that in my experience, I am able to learn something from almost any situation I am presented with. I feel that keeping an open mind, allowing your own thoughts and ideas to be challenged and giving new ideas real consideration are vital to our organization. This doesn't mean that any new thought has to completely change your mind, but I do feel that all ideas should be given consideration.

From time to time, I may ask for your assistance as well. I am trying to better understand what our organization wants on a large scale, and am using surveys to accomplish this. You may have seen my surveys in the past, and you will most certainly see them again in the future. Doing this allows me to reach a large sample of the membership in a relatively short amount of time. This helps me hear everyone's voice equally, not just those that are the loudest. Sometimes those that are the loudest don't represent the majority. I look forward to hearing from each and everyone of you!

I am here to assist you in whatever way I can, and I hope that if there is ever anything you need from me, you will let me know. Sometimes you may need someone to listen to and understand your concerns. Other times, you may need guidance on issues you are dealing with. No matter what it is, I will do my best to assist you. I am a firm believer that you need to work for what you want, so I encourage you to use your chain of command and the resources at your disposal first.

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I look forward to serving you in the year to come!

Cory Mahan

State Junior Vice Commander

VFW Department of Indiana

Cory.mahan.vfw@gmail.com

812-385-6866



Department Surgeon Roger Ferguson Post 1114

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Department, District & Post Surgeons Duties & responsibilities

To start I would like to say how honored I am to have been chosen to be your Department of Indiana Surgeon. It is now my job to live up to the trust you have given me.

Department

The office of Surgeon shall be an elected office as prescribed in the Department bylaws.

The Department Surgeon shall by direction of the Department Commander or Council of Administration conduct inspections of Department of Veterans Affairs medical centers and state Veterans homes and shall prepare reports on such inspections which will be forwarded to the Department Commander. The Surgeon shall assist District and Post Surgeons in an advisory capacity and promote statewide health programs. They shall perform such other duties as are incident to their office and as directed by the Department.

Being that the Surgeon as prescribed in the Department Bylaws is in the order of succession they should familiarize themselves with the duties and responsibilities of the Jr. Vice, Sr. Vice and Commander.

District

The District Surgeon shall be an elected office as prescribed in the Bylaws and Manual for procedures article IV Sec.417 Nomination, Election, Installation and term of office.

The District Surgeon shall perform the duties properly pertinent to their office. The Surgeon shall assist with the school of instruction for the post Surgeons. The Surgeon shall perform such

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other duties as may from time to time be required by the laws and usages of this organization or lawful orders from proper authority.

During your visits to the post in your district meet with the Post Surgeon and address any concerns they may have.

Post

The Post Surgeon may be elected or the post Commander may appoint the Surgeon if required by the Post Bylaws as prescribed in the Bylaws and Manual of Procedures Article 2 sec.216 Elected and Appointed Officers; Chairman and Committees.

The Post Surgeon shall perform such duties as are incident to the office or as may from time to time be required of the Surgeon by the laws and usages of the organization or lawful orders from proper authority.

As your Post Surgeon you are charged with the health and safety of your membership and the public you may come in contact with. Work closely with the Chaplain, House Committee and managers of your Post to address any health or safety matters. Along with a committee plan and organize health and safety programs. Promptly address any hazards throughout your Post and it's grounds. Perform frequent inspections and report your findings to the Post Commander.

Feel free to contact me with any questions or concerns at anytime.

Roger Ferguson

State Surgeon

VFW Department of Indiana

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Indiana

**Department
Quartermaster
John Reischman
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Hello Comrades.

I look forward to serving all of you as the State Quartermaster for this upcoming year. It is a privilege to work with all of you as we move forward with the future of this organization. Over this next year I look to help at the post and district levels by working on systems to make the positions easier. These changes include making fillable forms, instructional videos, post visits, and others to get the info directly from the source.

I want everyone to know that I am always available to help with any issues or concerns. I will be implementing a calendar request to set up phone calls, video meetings, and even post visits. Also, I am going to set up meetings with post and district quartermasters to see how things are going. Please don't ever hesitate to reach out with anything you may need.

With my background in finances, I am looking at different approaches for posts and districts to better budget their money. This includes setting a budget, cutting costs, investments, marketing and others. These will be specific to the post or district so it fits their needs.

Below I've laid out some duties of my position. However, if there is a need that I can fulfill that falls out of that list don't hesitate to reach out. I can't emphasize it enough, I am here for you!

My duties as State Quartermaster include but are not limited to:

Qualify and secure a bond in a sum at least equal to the amount of the liquid assets for which they may be accountable in accordance with Section 703.

Collect all monies due the State, giving receipt therefore, and have charge of the funds, securities and other property of the State, all of which shall be placed in the States care. I

Service - Honor - Advocacy

shall be the accountable officer of the State and the Treasurer of all committees handling funds.

Disburse funds as properly authorized by the State using accepted banking practices.

Receive annual dues (admission fees if applicable) and Life membership fees and National dues and Life membership fees immediately to National Headquarters as prescribed in Section 104.

Ensure Post Trustee reports are accurate for the Quarterly Report of Audit.

Reconcile and verify all transactions listed on all bank statements to assure the accuracy of State records.

Comply with, and perform all duties required by the laws and usages of this organization, applicable Bylaws and orders from lawful authority and perform such other duties as are incident to such office.

Report on transactions concerning receipts and expenditures, for any given period, at a regular or special meeting of the Post.

File appropriate forms as required by Federal, State and Local Statutes or regulations.

Submit and apply for grants

Market through social media, website and other platforms approved by the Department

Membership outreach activities

Contract negotiations

Scanning records

Maintaining the Departments website

Obtain partnerships with outside organizations

John Reischman

State Quartermaster

VFW Department of Indiana

qm@vfwin.org

317-474-5375



Indiana

Department Adjutant Rebecca Murphy Post 1282, New Castle

adj@vfwin.org
765-561-5754
1215 S. 21st Street
New Castle, IN 47362



Welcome all incoming newly elected officers at all levels. I want you to know that Headquarters is here to assist you in the performance of your duties.

This year's Commander's Leadership Manual is something new that I believe will provide more information to all the Post's and District's. The manual is a guide, it outlines every program that we have. The purpose of this manual is to assist leaders at all levels in making a difference in their Post and their community. Remember we cannot be afraid of change.

My job as the State Adjutant is to assist the Post and District officers. If you need help with the Dashboard, please feel free to call me and I will walk you through it.

Membership is the responsibility of every member at all levels. Our primary mission is to assist veterans. By increasing membership, we can do more for our veterans.

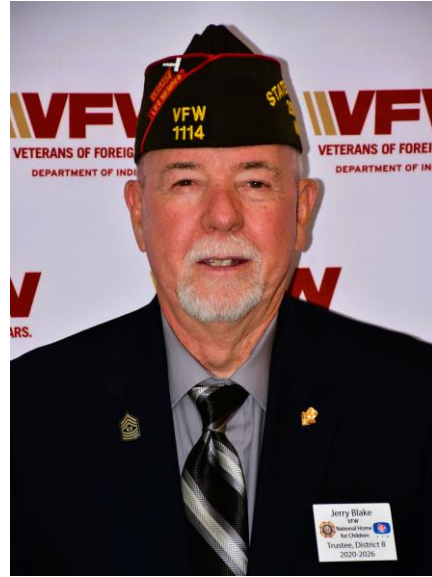
We are all here for the same reason and must work hard to meet our goals. We can do that by being positive collaborators, knowledgeable of our core values, and the desire to embody "Service-Honor-Advocacy to complete our 2022-2023 mission."

Becky Murphy
State Adjutant
VFW Department of Indiana
adj@vfwin.org
765-561-5754



Department Chaplain **Jerry Blake** Post 1114, Evansville

jerryoblake@gmail.com
812-453-0799
1738 Glenmoor Rd
Evansville, IN 47715



CHAPLAIN DUTIES AND RESPONSIBILITIES

The Chaplain shall be concerned with the spiritual needs of the members and lead the way by example, the high morale standards for the VFW. The Chaplain shall be familiar with the rituals and shall conduct the annual memorial services.

The Chaplain shall perform such duties as are incident to the office or as may from time to time be required by the laws and usages of the organization or lawful orders from proper authority. The Chaplain shall also offer the ritual prayers at each meeting.

The Chaplain will also be called upon to offer appropriate prayers at the initiation of new members, installation of new officers, dedication of a building, monument or colors at the memorial services of a fallen comrade. The Chaplain shall also send cards out to the family of a fallen comrade.

Jerry Blake

State Chaplain

VFW Department of Indiana

jerryoblake@gmail.com

812-435-0799



Judge Advocate Shelley Jacobs Post 1282, New Castle

sj715alex@gmail.com
765-561-4754
1215 S. 21st Street
New Castle, IN 47362



I would like to say "Thank You" for electing me to be your Judge Advocate General for the Department of Indiana. I am honored and proud to be able to assist the State Commander. I am available to assist any other comrade that has question or would like to sit and talk over some things. I also enjoy researching and learning more and more about the Veterans of Foreign Wars.

I anticipate attending a lot of functions and be available to fellow veterans. It is with great pleasure that we all work together to make this the strongest Veterans Organization. We all need to work on strengthening the comradeship among all members. All members shall perpetuate the memory and history of those who served with their lives and thank them for their patriotism and to help the surviving spouses and orphans. Present the advocacy for justice for the veterans, service members and military families on an array of issues and continues to be the voice of veteran everywhere.

Remember this in all that we do every day: "Always put the interests of our members first. Treat donors as partners in our cause, promote patriotism, honor military service, ensure care of veterans and their families, serve our communities, promote a positive image of the VFW, respect diversity of veteran opinions."

Shelley Jacobs

Judge Advocate
VFW Department of Indiana
sj715alex@gmail.com
765-561-4754



Indiana

Chief of Staff
Laura McKee
Post 1587, Speedway

ljmckee5150@gmail.com

217-529-6688

1621 Cunningham Road
Speedway, IN 46224



Greetings Comrades, 2023-2023 is going to be an outstanding year. This year the Department of Indiana, VFW is putting its trust into two outstanding Veterans with great knowledge and leadership. The National Commander in Chief, Timothy Borland and our very own State Commander Richard Leirer. These two will continue to lead us and this great organization, the Veterans of Foreign Wars.

The Department Chief of Staff shall perform the duties incident to their office as the Department Commander or Department Council of Administration may require and such other duties as may be from time to time required of the Chief of Staff by the laws and usages of this organization or orders from proper authority.

I would like to thank Richard Leirer for this outstanding appointment. As Chief of Staff, I look forward to helping our Department Commander, District and Post Commanders, program directors, headquarters staff and service office maintain our core values always putting the interests of our members first, promote patriotism, honor military service, ensure the care of veterans and their families, service our communities, promote a positive image of the VFW, and respect the diversity of veteran opinions.

Let's have a fun year by assisting Veterans. Always remember, "No one does more for Veterans than the Veterans of Foreign Wars" God Bless and Aim High!

Laura McKee
Chief of Staff
VFW Department of Indiana
Ljmckee5150@gamil.com



**Department Membership
Chairperson
Ken Lange
Post 10003, Carmel**

Kenlange64@yahoo.com
317-607-8894
13309 Middlewood Lane
Fishers, IN 46038



MEMBERSHIP

I would like to say thank you to State Commander Richard Leirer for appointing me as the State Membership Chairman for the 2022-2023 year.

Membership recruitment is hands down the toughest job we do as members. For some it may come easy and be natural, but for most it is a struggle. "The interactions with potential members, the disappointment, the numbers game, are we going to make All State or All American, and it just goes on and on". Take the time to actually talk membership recruitment with your members.

To the District and Post Commanders: Supply your members with applications and generic Post business cards to hand out. Have information pamphlets available to assist them and teach them the ways that have made you successful over the years. Ensure that they understand how important each new or renewed member is to our great organization. Provide them with the arsenal to become great recruiters! Most importantly, follow up and let them know how they're doing or how they can improve. Set up your own internal awards package that will motivate them to actively search out and recruit new members

Be active in the community and be visible! Take advantage of any and all opportunities to set up a table and tent to seek membership. Introduce yourselves and shake a million hands. The more you're out and about the better the chances are for recruitment. Be respectful and seek out any and all Veterans for your Post, and if they are able to join the Auxiliary, then by all

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means direct them in that direction. It will only make your Post better. Reach out across your social media outlets as well.

We have a very solid membership program and incentives plan in place this year. I ask that you share it at your meetings and get your teams hungry and involved with recruiting plans and ideas. It's an absolute "Team Effort".

We are offering support to our Posts and Districts, just let us know what you need. I can attend your District Meetings and provide some guidance, training and/or encouragement if required. We can't help you if you don't keep us informed or request assistance.

Also, work on your Annual and Life Members becoming Legacy Life Members (Gold, Silver, or Bronze levels).

Be proud! Be proactive! Be visible!

Ken Lange

State Membership Chair
VFW Department of Indiana
kenlange64@yahoo.com
317-607-8894



MEMBERSHIP PROGRAM

INCENTIVES

“OPEN TO ALL MEMBERS” EARLY DUES PAYMENT INCENTIVES

ALL DATA MUST BE CONFIRMED IN VFW NATIONAL MEMSTATS

Any member who becomes a Legacy Life member or advances a level (Bronze to Silver or Silver to Gold) will be placed in a drawing. If paying on an installment plan, the plan must be completely paid to be eligible. If a Legacy Life member advances multiple levels they will have an entry for each level they advance. First drawn receives \$200.00, second drawn receives \$250.00, and the third drawn receives \$350.00. The drawing will be at the 2023 State Convention.

Any member who joins as a Life Member, converts to a Life Member, or a reinstate member who converts to Life Member will be placed in a drawing. If paying on an installment plan the plan must be completely paid to be eligible. First drawn receives \$100.00, second drawn receives \$150.00, and the third drawn receives \$250.00. The drawing will be at the 2023 State Convention.

Any continuous member, new member or newly reinstated member who pays their dues by October 14, 2022, will have their name put into a drawing for \$100.00. Unless drawn their name will remain eligible for the next drawing.

Any continuous member, new member or newly reinstated member who pays their dues by November 18, 2022 will have their name put into the drawing for \$100.00. Unless drawn their name will remain eligible for the next drawing.

Any continuous member, new member or newly reinstated member who pays their dues by December 29, 2022, will have their name put into the drawing for \$100.00. Unless drawn their name will remain eligible for the next drawing.

Any continuous member, new member or newly reinstated member who pays their dues by January 27, 2023, will have their name put into the drawing for \$100.00.

“OPEN TO ALL MEMBERS” RECRUITER INCENTIVES

All members in good standing are eligible for Department Recruiter Awards – recruited members must be Department of Indiana members. Deadline on this award is June 1, 2023. Recruiters will receive their awards and be recognized at the State Convention.

- 10 - NEW OR REINSTATE MEMBERS WILL RECEIVE A COMMANDER’S AWARD & CERTIFICATE.
- 15 - NEW OR REINSTATE MEMBERS WILL RECEIVE A COMMANDER’S MEMBERSHIP SHIRT AND \$75.00.
- 25 - NEW OR REINSTATE MEMBERS WILL RECEIVE A COMMANDER’S MEMBERSHIP JACKET AND \$150.00.
- 45 - NEW OR REINSTATE MEMBERS WILL RECEIVE \$250.
- 75 - NEW OR REINSTATE MEMBERS WILL RECEIVE A \$350 STIPEND TO THE NATIONAL CONVENTION
- 100 - NEW OR REINSTATE MEMBERS WILL RECEIVE A \$500 STIPEND TO THE NATIONAL CONVENTION

These awards are cumulative and will be presented at the very next Department meeting after level is met. In summary if you recruit 100 new or reinstated members for the Department of Indiana you will receive all awards listed above, a cash total of \$1325.00. If you receive another stipend to the National Convention, you will receive the Recruiter Award for 75, and 100 in CASH, but you must attend National Convention to receive the cash award.

POST INCENTIVES

LEGACY LIFE INCENTIVE

The Post having the largest increase in Legacy Life Members or Legacy Life members who advance a level (Bronze to Silver or Silver to Gold) by March 17, 2023, minimum of 3. If paying on an installment plan, the plan must be completely paid to be eligible. The Post will receive \$100.00 and will be recognized at Spring Conference and Banquet.

HIGHEST PERCENTAGE IN MEMBERSHIP

The top 3 Post by Division in membership percentage on October 27, 2022, will be put into a drawing for \$150.00 and will be recognized at Fall Conference.

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The Post having the highest percentage in membership on December 29, 2022 will receive \$150.00, two banquet tickets for the Spring Banquet and will be recognized at Spring Conference and Banquet.

The Post having the highest percentage in membership on January 27, 2023 will receive \$100.00, two banquet tickets for the Spring Banquet and will be recognized at Spring Conference and Banquet.

100% IN MEMBERSHIP

Post achieving 100% in membership prior to December 29, 2022 will be put in a drawing for \$300.00 and will be recognized at Spring Conference and Banquet.

All Post achieving 100% in membership prior to December 29, 2022, will receive two banquet tickets for the Spring Banquet and will be recognized at Spring Conference and Banquet.

The leading Post Commander by Division whose Post has at least 5 new or reinstate members and has 100% membership by June 1, 2023, will receive \$200.00 and will be formally recognized at the State Convention.

DISTRICT INCENTIVES

LEGACY LIFE INCENTIVE

The District having the largest increase in Legacy Life Members or Legacy Life members who advance a level (Bronze to Silver or Silver to Gold) by March 17, 2023, minimum of 4, will receive \$100.00 and will be recognized at Spring Conference and Banquet.

HIGHEST PERCENTAGE IN MEMBERSHIP

The District with the highest percentage of membership by October 27, 2022 will receive \$250.00 towards their hospitality room and will be recognized at Fall Conference.

The District with the highest percentage of membership, with at least 90% +1, by November 15, 2022 will receive \$200.00, four banquet tickets for the Spring Banquet and will be recognized at Spring Conference and Banquet.

Any District with at least 90% +1, by December 29, 2022, will receive four banquet tickets for the Spring Banquet and will be recognized at Spring Conference and Banquet.

ALL STATE PROGRAM

ALL STATE POST PROGRAM REQUIREMENTS

The requirements for All State Post must be completed by June 30, 2023. For a Post to be recognized and receive their awards at the State Convention it will be necessary for the Post to meet the All State requirements by April 21, 2023. The packet must be at Department HQ by 12:00pm (noon) of April 24, 2023. Post who completes the All State requirements after April 21, 2023 will receive their recognition and awards at the 2023 Fall Conference, packet must be at Department HQ July 7, 2023. Post Commander and Post Quartermaster must serve a complete term to be eligible for All State honors, exceptions must be approved by Department Commander prior to submission of All State Post packet.

The All State Post program is based on point system, to achieve All State you will need a total of 2500 points out of the 3125 available. The All State entry form has the different point values for each requirement, a score sheet is available for your convenience.

The All State Post Packet must include the entry form, along with any other supporting documentation should be emailed to the Department Adjutant, adj@vfwinc.org. It can be sent by US Mail (must be mailed early to meet the deadline) or personally delivered to VFW Department Headquarters. To ensure your awards are available at the Department Convention the packet must meet the deadlines noted above. The Commander and a committee of Past Commanders will review all entries.

1. ALL STATE LETTERS

275 POINTS

The All State Letters are to encourage you to talk with comrades who have been Post Commanders:

- A letter from the current or a past District Commander recommending the Post for All State Honors.
- The Post Commander must include a letter stating how the Post was able to achieve All State status.
- A log sheet with signatures of distinguished people, both VFW and civilians who either visited the Post or the Commander spoke with during their year as Commander.

2. 100% MEMBERSHIP

1000 POINTS

The Post must achieve 100% in membership by June 30, 2023. Plus, the following requirements:

- Have recovered at least 1 reinstate.
- Have recruited at least 1 new member.

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3. POST COMMITMENT TO DISTRICT AND DEPARTMENT 250 POINTS

The Post Commander or a designee from the Post must attend the following:

- All properly scheduled District meetings.
- Must attend two of the following Department events – School of Instruction, Fall Conference, Spring Conference or Department Convention.

4. RECRUITING EVENT 100 POINTS

The Post must have at least one documented recruiting event in their local community, prior to May 19, 2023. See reporting requirement on All State entry form.

5. VFW PROGRAMS 700 POINTS

The Post must show participation in the following:

- Voice of Democracy – at least one entry submitted to your District
- Patriot's Pen – at least one entry submitted to your District
- Teacher of the Year – at least one K-12 entry submitted to your District
- Buddy Poppies – must order at least 5 per member and must report at least one Buddy Poppy event. See reporting requirement on All State entry form.
- Community Service – Must complete monthly Community Service Reports as require by the Department Community Service Chairperson

6. POST STEWARDSHIP 300 POINTS

To ensure the Post is prepared for the future the following good stewardship items must be completed:

- Post Inspection – Post Inspection must be completed prior to March 15, 2023, and any deficiencies must be corrected by April 7, 2023, or have a detailed plan to correct.
- Post Trustee Audits – Post must be current on Trustee Audits.
- Post Membership Meetings – Post must have had at least one membership meeting each month since July 1, 2022, or a letter from the District Commander justifying any missing meetings.
- Post House Committee – Any Post with a canteen/clubroom must have a properly elected and functioning House Committee.

7. CHARITABLE DONATIONS 500 POINTS

The Post must contribute to the following charitable organizations: Preferable the Post will hold a fund raiser in the community for each of these worthy causes.

- Commander's Special Project – Veterans Foundation of Indiana

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- Division 8,9,10,11 – Post donation must equal \$1.00 per member or \$50.00
 - Division 4,5,6,7 – Post donation must equal \$1.00 per member or \$100.00
 - Division 1,2,3 – Post donation must equal \$1.00 per member or \$150.00
-
- Indiana Veterans Home - An amount (more than \$25.00) approved by Post membership.
 - VFW National Home for Children - An amount (more than \$25.00) approved by Post membership.
 - Veterans & Military Support – Coordinate and hold at least one charitable event with the proceeds donated to Veterans & Military Support program, minimum donation \$100.00

ALL STATE DISTRICT PROGRAM REQUIREMENTS

The requirements for All State District must be completed by June 30, 2023. For a District to be recognized and receive their awards at the State Convention it will be necessary for the District to meet the All State requirements by April 21, 2023. The packet must be at Department HQ by 12:00pm (noon) of April 24, 2023. Districts who complete the All State requirements after April 21, 2023 will receive their recognition and awards at the 2023 Fall Conference, packet must be at Department HQ July 7, 2023. District Commander must serve a complete term to be eligible for All State honors, exceptions must be approved by Department Commander prior to submission of All State packet.

The All State District program is based on point system, to achieve All State you will need a total of 2100 points out of the 2725 available. The All State entry form has the different point values for each requirement, a score sheet is available for your convenience.

The All State District Packet must include the entry form, along with any other supporting documentation should be emailed to the Department Adjutant, adj@vfwinc.org. It can be sent by US Mail (must be mailed early to meet the deadline) or personally delivered to VFW Department Headquarters. To ensure your awards are available at the Department Convention the packet must meet the deadlines noted above. The Commander and a committee of Past Commanders will review all entries.

1. ALL STATE DISTRICT LETTERS

475 POINTS

The All State Letters are to encourage you to talk with comrades who have been District Commanders:

- A letter from a past District Commander or one of the District's Post Commanders recommending the District for All State Honors.
- The District Commander must include a letter stating how the District was able to achieve All State status.
- A log sheet with signatures of distinguished people, both VFW and civilian who the Commander spoke with during their year as Commander.
- Submit an article to the Department newsletter Combat Vet, each quarter or as needed by the editor of the newsletter. This doesn't have to be a full page but at least a paragraph and perhaps some picture(s).

2. 100% MEMBERSHIP

1000 POINTS

The District must achieve 100% in membership by June 30, 2023. Plus the following requirements:

- Have recovered at least 3 reinstates.
- Have recruited at least 3 new members.

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3. DISTRICT COMMITMENT TO DEPARTMENT

250 POINTS

The District Commander or a designee from the District must attend the following:

- All properly scheduled Department Council of Administration meetings.
- Must attend all the following Department events – School of Instruction, Fall Conference, Winter C of A, Spring Conference or Department Convention.

4. Loyalty Day

200 Points

The District must plan and have a Loyalty Day event.

5. VFW PROGRAMS

375 POINTS

The District must show participation in the following:

- Voice of Democracy – at least one entry submitted to the Department
- Patriot's Pen – at least one entry submitted to the Department
- Teacher of the Year – at least one K-12 entry submitted to the Department
- National Home for Children – Attend or have a representative attend Indiana Day at the Home.

6. DISTRICT STEWARDSHIP

425 POINTS

To ensure the District is prepared for the future the following good stewardship items must be completed:

- District Inspection – District Inspection must be completed prior to February 28, 2023, and any deficiencies must be corrected by April 14, 2023 or have a detailed plan to correct. If District inspection isn't complete, then a letter from the Department Inspector must be submitted with an explanation as to why not.
- District Trustee Audits – District must be current on Trustee Audits.
- Ensure that all Post Inspections within your District are completed by March 15, 2023.
- Ensure at least one member is nominated for the following awards:
 - James Butters Service Officer Award
 - Keiston Holloway Chaplain Award
- Plan and hold at least one District School of Instruction.

DISTRICT ROUND ROBIN COMMANDER

District Commanders who achieve 100% in membership in all Post in the District will receive the added distinction of Round Robin Commander. The Commander will be properly recognized and awarded appropriately.

MEMBERSHIP PROGRAM

AWARDS

ALL STATE AWARDS

ALL STATE POST COMMANDER

Post Commanders will receive the following Awards for achieving All State status:

- All State Commander cover
- All State Commander lapel pin
- All State Certificate
- Department All State Membership Jacket

ALL STATE POST QUARTERMASTER

Post Quartermaster will receive the following Awards for achieving All State status:

- All State Quartermaster cover
- All State Quartermaster lapel pin
- All State Certificate
- Department All State Membership Jacket

ALL STATE DISTRICT COMMANDER

District Commanders will receive the following Awards for achieving All State status:

- All State Commander cover
- All State Commander lapel pin
- All State Certificate
- Department All State Membership Jacket

ALL STATE DISTRICT QUARTERMASTER

District Quartermaster will receive the following Awards for achieving All State status:

- All State Quartermaster cover
- All State Quartermaster lapel pin
- All State Certificate
- Department All State Membership Jacket

PERFECT SCORE COMMANDER

District or Post Commander who obtains a "Perfect Score" on the All State Program. District Commander must obtain 2725 Points and a Post Commander must obtain 3225 Points:

- A very special award - TBD

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VETERANS OF FOREIGN WARS DEPARTMENT OF INDIANA
ALL STATE DISTRICT PROGRAM ENTRY FORM - MEMBERSHIP YEAR 2022-2023

DATE SUBMITTED _____

DISTRICT _____

COMMANDER'S NAME _____

COMMANDER'S POST # _____

COMMANDER'S COVER SIZE _____ COMMANDER'S JACKET SIZE _____

QUARTERMASTER'S NAME _____

QUARTERMASTER'S POST # _____

QUARTERMASTER'S COVER SIZE _____ QUARTERMASTER'S JACKET SIZE _____

1. Letters

Recommendation Letter: Attached _____

From: _____, Title: _____

Your Letter: Attached _____

Log Sheet: Attached _____

District Inspections Completed _____

Combat Veteran Articles Submitted _____

2. 100% Membership

Percentage: _____

Total Number of Members: _____

Reinstates: _____

New Members: _____

Post at 100% _____

Post in District _____

3. Commitment to Department

Council of Administration Meeting Attended Personally: _____

Number attended by a designee: _____

Department Events Attended: All have to be attended

Personally: SOI ____ Fall Conf ____ Spg Conf ____ Conv ____

Designee: SOI ____ Fall Conf ____ Spg Conf ____ Conv ____

4. Loyalty Day Event

Where was the event: _____

When was the event: _____

Theme of the event: _____

Post in attendance: _____, _____, _____, _____, _____, _____, _____, _____, _____, _____

5. VFW Programs

Number of Voice of Democracy submitted: _____

Number of Patriot's Pen submitted: _____

Number of Teacher of the Year submitted: _____

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6. District Stewardship

Date of District Inspection: _____ Date Deficiencies Corrected: _____

Have all District Trustee Audits been submitted: _____

Date Post Inspections Completed: _____

Award nominations submitted: _____

School of Instruction Date _____ Post _____

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Please only input scores in highlighted fields.				
	Possible	Earned		
Total =	2725	0		
Required =	2100			
	Possible	Earned		
Letters	475	0		
Recommendation	150	0		
Your	100	0		
Log Sheet	25	0		
Combat Veteran	200	0		
Membership	1000	0		
Commitment	250	0	Attended	Designee
You-District	150	0	0	
Designee -District	60	0		0
You - Conf/Conv	100	0	0	
Designee -Conf/Conv	40	0		0
Loyalty Day	200	0		
VFW Programs	375	0		
VOD	100	0		
PP	100	0		
TOY	100	0		
Home	75	0		
District Stewardship	425	0		
Inspection	100	0		
Audits	75	0		
Post Inspection	75	0		
Nominations Submitted	75	0		
SOI	100	0		

Score Sheet is available at www.vfwin.org in a Microsoft Excel format.

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VETERANS OF FOREIGN WARS DEPARTMENT OF INDIANA ALL STATE POST PROGRAM ENTRY FORM - MEMBERSHIP YEAR 2022-2023

DATE SUBMITTED _____

POST NAME _____ POST # _____

COMMANDER'S NAME _____

COMMANDER'S COVER SIZE _____ COMMANDER'S JACKET SIZE _____

QUARTERMASTER'S NAME _____

QUARTERMASTER'S COVER SIZE _____ QUARTERMASTER'S JACKET SIZE _____

7. Letters

Recommendation Letter: Attached _____

From: _____, Title: _____

Your Letter: Attached _____

Log Sheet: Attached _____

8. 100% Membership

Percentage: _____

Total Number of Members: _____

Reinstates: _____

New Members: _____

9. Commitment to District and Department

Number of District Meetings Attended Personally: _____

Number attended by a designee: _____

Department Events Attended: At least two

Personally: SOI ____ Fall Conf ____ Spg Conf ____ Conv ____

Designee: SOI ____ Fall Conf ____ Spg Conf ____ Conv ____

10. Recruiting Event

Where was the event: _____

When was the event: _____

Theme of the event: _____

Who attendee as recruiters: _____

Number of new/reinstate members recruited: _____

11. VFW Programs

Number of Voice of Democracy submitted: _____

Number of Patriot's Pen submitted: _____

Number of Teacher of the Year submitted: _____

Number of Buddy Poppies ordered: _____

Buddy Poppy Event

Where was the event: _____

When was the event: _____

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How many members participated: _____

Did the Auxiliary participate : _____

Amount of money raised: _____

Community Service Reports submitted as required by Community Service

Committee: _____

Total Hours _____ Total Money _____

12. Post Stewardship

Date of Post Inspection: _____ Date Deficiencies Corrected: _____

Have all Post Trustee Audits been submitted: _____

Have monthly Post meetings: _____

House Committee Members: _____, _____, _____

13. Charitable Donations

Veterans Foundation of Indiana: \$ _____ Commander's Special Project

Indiana Veterans Home: \$ _____

VFW National Home for Children: \$ _____

Veterans & Military Support: \$ _____

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Please only input scores in highlighted fields.				
	Possible	Earned		
Total =	3225	0		
Required =	2500			
	Possible	Earned		
Letters	275	0		
Recommendation	150	0		
Your	100	0		
Log Sheet	25	0		
Membership	1000	0		
Commitment	250	0	Attended	Designee
You-District	150	0	0	
Designee -District	60	0		0
You - Conf/Conv	100	0	0	
Designee -Conf/Conv	40	0		0
Recruiting	100	0		
VFW Programs	700	0		
VOD	100	0		
PP	100	0		
TOY	100	0		
Poppy - Ordered	50	0	Number of Reports	
Poppy - Event	50	0		
CS-Reported	300	0		0
Post Stewardship	400	0		
Inspection	100	0		
Audits	100	0		
Post Meetings	100	0		
House Committee	100	0		
Charitable	500	0		
VFI	200	0		
IVH	100	0		
VFWNaional Home	100	0		
VMS	100	0		

Score Sheet is available at www.vfwin.org in a Microsoft Excel format.

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Guest Log

During the course of the year, you have the opportunity to visit with VFW Officers from all different levels and prominent citizens in the community. Enhance your year by getting them to sign your book.

Name _____ Title _____
Remarks _____
_____ Date _____

Name _____ Title _____
Remarks _____
_____ Date _____

Name _____ Title _____
Remarks _____
_____ Date _____

Name _____ Title _____
Remarks _____
_____ Date _____

Name _____ Title _____
Remarks _____
_____ Date _____

Name _____ Title _____
Remarks _____
_____ Date _____

Name _____ Title _____
Remarks _____
_____ Date _____

Name _____ Title _____
Remarks _____
_____ Date _____

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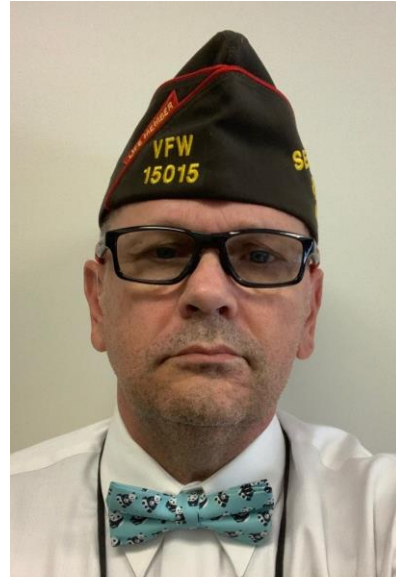
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**Department Service
Officer
Shawn Ransford
Post 10003, Carmel**

Shawn.ransford@va.gov
317-916-3629
5903 Central Ave
Indianapolis, IN 46219



The State of Indiana VFW Department Service Office is headquartered at the VA Regional Office in downtown Indianapolis, IN. The Department Service Office is organized under the authority of the Department By-Laws and provides services under the supervision of the Department Veterans Service Committee. All Service Officers employed by the VFW of Indiana are members of the VFW. All Service Officers and Claims Consultants have completed all VA and VFW required training and are accredited by the VA through the VFW and perform their duties in accordance with the National Policy and Procedure Manual of the VFW National Veterans Service (NVS).

The mission of the Department Service Office is simple and to the point:

MISSION STATEMENT: Assist and advise all veterans, regardless of affiliation, with filing for their Veterans Benefits that they are entitled. Serve as an Advocate for the VFW, the VA and the Indiana Department of Veterans Affairs supporting our community and Indiana Hoosiers.

This mission is pursued through the development of supportive relationships with County Veteran Service Offices (CVSO), Indiana Department of Veterans Affairs (IDVA) Offices under the 2022 Memorandum of Understanding between the VFW and the IDVA. Drilling down the even a more local level, it will include a state-wide network of volunteer VFW Post and District Service Officers. From these sources claims for benefits are received, prepared, and submitted to the VA.

The Department Service Office is under the direction of the Department Service Officer, Shawn Ransford (LTC, US Army Retired), an Iraq veteran. Currently, the Service Office staff includes one Assistant Department Service Officer. The Regional Office staff currently includes one

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Claims Consultants and one Administrative Support staff member. We are authorized five personnel but currently operate with four.

Department Service Office Contact Information:

VFW Service Office

575 N. Pennsylvania Street, Suite 319

Indianapolis, IN, 46204

Phone: 317-916-3629 Fax: 317-916-3426

Email: shawn.ransford@va.gov

Office Hours are Monday thru Friday 8:00 am to 3:00 pm Activities of the Service Office staff include case management of claims submitted to the VA from all statewide sources to include representation for appeals pending at the Board of Veterans Appeals, and Pre-Determination Hearings with the Indiana VA Department Regional Office (DRO). Staff members provide training and participate in training seminars for IDVA who certifies the CVSO. The staff also conducts Outreaches and provides guest speakers on issues pertaining to VA benefits to VFW Posts and Districts, local civic groups, military Reserve and National Guard units, and college student organizations upon request. Members with questions about existing claims or requesting information about VA benefits are encouraged to contact the Department Service Office during hours of operation or by e-mail.

Shawn Ransford

Department Service Officer

VFW Department of Indiana

Shawn.ransford@va.gov

317-916-3629



Indiana

**Department Community
Activities Chair
Adam Bethard
Post 6128, Brownsburg**

betharda@hotmail.com
317-696-0126
680 Smokey Lane
Carmel, IN 46033



Community Activities Program

Community activities are an important part of the Veteran of Foreign Wars way of life and a great benefit to our community. Everyone develops their own perception of the community by what is happening immediately around them. Your work within your communities and with other non-for-profit organizations can assist your Post accomplish our goal.

Look over your Community Activity Programs and appoint an Activity Chairperson for each of the Categories. Remember that all programs within the Veterans of Foreign Wars are important to Commanders at all levels. A Post that is strong in their Community Activities not only earns respect within the community, but will also be strong in membership.

Commanders must report on-line or on the Community Activities Report Form by March 15th in order to qualify for a National Certificate of Recognition. Each Post must report in each of the following categories to qualify:

- A. Community Involvement
- B. Cooperation with other Organizations
- C. Aid to Others
- D. School and Church assistance

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Community activities clearly benefits the people within the local community and involves the Post members to build a positive image for the Veterans of Foreign Wars.

When taking on a project, inform your local newspaper or TV station about your plans and if possible, document your efforts by taking photos as you work on your Community Activities, posting and sharing on your Posts social media.

Membership and community involvement will increase your Post and our goal. We must continue to work within our communities because “No One Does More For Veterans”.

Please feel free to reach out to me if you have any questions.

Remember to report your dollars spent, total hours, and total number of volunteers for each project. Please make sure the dollars reported reflect only those amounts donated or expended in the performance of their community activities.

Our goal is to be 90% reported by December 31st.

Report it when it happens on-line or to:

State of Indiana
Veterans of Foreign Wars
9555 E. 59th Street
Indianapolis, IN 46216

Deadline Dates

National VFW Post Special Project Program Deadline is April 30th

“VFW Member Community Service Volunteer of the Year” Award Deadline must be received by Department Headquarters by April 1st.

NATIONAL COMMUNITY ACTIVITIES CONTEST

- Department selects Posts based on their own criteria and National guidelines
- Number of Awards based on Department Size
 - o 1 Selection for Up to 200 Posts
 - o 2 Selections for 201 or more Posts
- Department Selection due to National by May 1st.
- Award presented to Post Commander at National Convention

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- National Award plaque
- Post Recognition Street Sign.

Adam Bethard

State Community Service Chair
VFW Department of Indiana
betharda@hotmail.com
317-205-4108



Department Inspector Dave Fradenburg Post 1008, Richmond

Davef1108@gmail.com
765-994-5708
424 Chester Dr
Richmond, IN 47374



INSPECTIONS: WHY DO WE DO THEM?

1. To identify a potential problem before it becomes one.
2. To make sure post in a good financial working order.
3. Post By-Laws are up to date, i.e. updated within the last 10 years.
4. 990 is properly filed with the state.
5. Officers are eligible to hold office.

“Your main goal is to make sure your Posts are in good working order!”

For the larger districts I would recommend an inspection team (2 or 3) of past commanders or someone that you trust to fill out the forms correctly and care about your posts and the VFW.

While I do not anticipate any changes from National to the form be aware a directive may be coming to focus on a particular area.

Dave Fradenburg

State Inspector
VFW Department of Indiana
Davef1108@gmail.com
765-994-5708



Teacher of the Year Bill Clark Post 5864, Greenwood

clarknavyvet@sbcglobal.net
317-442-7086
237 E County Line Rd
Greenwood, IN 46143



SMART/MAHER VFW NATIONAL CITIZENSHIP EDUCATION TEACHER AWARD CITATIONS FOR ELEMENTARY, MIDDLE AND HIGH SCHOOL TEACHERS AND THEIR SCHOOLS

Each year, the Veterans of Foreign Wars selects elementary, middle and high school teachers to participate in the Smart/Maher VFW National Citizenship Education Teacher program. Effective this year, VFW Post Teacher Award Chairman may submit one candidate in each grade level, to their District by November 15, if applicable, or to their Department Headquarters by January 1. The Department will select a single candidate and submit them to VFW National Headquarters by February 1 for national judging. VFW's Department Teacher winners that are received at National Headquarters will receive a VFW National citation for both the winning teacher and their school.

Who Is Eligible?

1. Teachers who promote civic responsibility, flag etiquette and patriotism are prime candidates for this award. For example, do you know a teacher who plans field trips to city hall or organizes community volunteer projects? Maybe you know an instructor who invites veterans into the classroom to discuss their military experiences. Perhaps you are familiar with a teacher who fosters the development of democratic values and beliefs through special projects. If you know of such a teacher, honor him or her today.
2. All current certified/licensed teachers in grades K-12 are eligible. Previous national winners are ineligible. Nominations can be submitted by themselves, fellow teachers, supervisors, family members or other interested individuals.

Documentation Required for all Candidates:

1. All Post-level nominees should provide a one-page resume as a minimum or up to five pages as a maximum of documentation of their teaching experience (for example: references, news articles, etc.) and a head-and-shoulder photo of themselves, if available.

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These items will be forwarded on to the Department with the winning teacher entry form.

How are teachers nominated?

Fill out the nomination form contained in this brochure, and provide a one-page resume as a minimum or up to five pages as a maximum of documentation of their teaching experience (for example: references, news articles, etc.) and a head-and-shoulder photo if available.

Please submit your completed nomination form signed, along with the required documentation to your local VFW Post.

What Is the Deadline for My Entry?

All entries competing at the Post level must be in the hands of that VFW Post by midnight, Oct. 31, 2022. It is the responsibility of the nominator to meet this deadline by submitting their entry to the proper location by ensuring it is a participating Post.

What Are the Judging Criteria?

Citizenship (1-25 points): On a scale of 1-25, to what extent does the teacher encourage and/or model good citizenship and community involvement?

Innovation (1-25 points): On a scale of 1-25, how much innovation (new ideas, new tools, new resources, and new approaches) does this teacher utilize in the classroom? Does this teacher's effort reflect an ongoing desire to stimulate the students with new things?

Resources (1-25 points): On a scale of 1-25, to what degree has this teacher demonstrated an ability to identify and utilize new and exceptional resources to fund, facilitate and provide materials for his or her classroom? Does this teacher tap into outside agencies, organizations and individuals to acquire materials and expertise in the classroom? As an example – bringing speakers, finding in-kind and monetary donations, or utilizing local opportunities like museums, field trips and local events.

Passion (1-25 points): On a scale of 1-25, to what degree does this teacher appear to be passionate about the profession of teaching? Are they regularly seeking to upgrade their skills? Do they try and find ways to encourage their students? Do they take a personal interest in their student's individual success?

Bill Clark

Citizenship Education
VFW Department of Indiana
clarknavyvet@sbcglobal.net
317-442-7086



Voice of Democracy Chair Keith Rohloff Post 9297, Crane

keith.a.rohloff@outlook.com

405-535-7210

100 Brinegar Drive
Springville IN 47462



The 2022-2023 Theme is “Why is the Veteran Important?”

Program Overview

The Voice of Democracy Scholarship Competition is especially designed for high school students from grades 9 through 12 including home school students. It is a valuable educational experience for students and a wonderful opportunity for positive publicity for students, teachers, schools, and for the VFW in your community. The program dates back to 1946 and continues to be one of the VFW’s most exciting programs. The VFW annually commits \$3 million in scholarships and incentives at the Post, District, State and National levels. Participants write and then record a three to five minute audio-essay on a patriotic theme selected annually. The Voice of Democracy Program is endorsed by the National Association of Secondary School Principals and is designed to foster patriotism in the participants and to enhance their written and oral communication skills. In addition, this program demonstrates the VFW’s willingness to partner with local schools and the community.

Key Information for Posts

You may make this a joint effort with your Post Auxiliary. Prior planning insures a high level performance. Start early! In August, send press releases to local newspapers announcing the 2022-2023 topic. Shortly after school starts, bring or send Voice of Democracy materials to local principals or a previously developed contact within the school. Remember that there are many home schooled students that cannot be reached through the local schools, this makes media presence even more critical to the success of this program. Furthermore, please remember that entries need not come from schools (even if the student entering is NOT homeschooled). No Post “owns” any school for the purpose

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of Voice of Democracy entries, however, District Chairpersons should work with their Posts to ensure efforts are not duplicated, resources are not wasted and “turf wars” don’t start.

Make sure you have a core group of judges identified, selected and groomed well in advance of the Post judging. Always check your equipment before the judging begins to insure it functions properly.

Once the Post judging is completed, Chairpersons and Commanders should ensure that the winner’s materials are properly submitted to the District Voice of Democracy Chairperson. Please follow the District Chairperson’s instructions regarding where, when and how entries are to be submitted. Unless otherwise directed, you will need to submit items 1-4, that are listed below under Key information for Districts. Do not forget to heap loads of recognition and praise on your Post Winner(s).

Completing press release for the local paper with a picture, as well as some prize for the winner(s) would be most appropriate.

Posts may advance their “winner(s)” based on the following schedule. Please follow any additional guidance that the District Chairperson may provide.

1-15 essays – One (1) entry to District 16-30 essays – Two (2) entries

31-45 essays – Three (3) entries (NOTE: Each additional 15 essays entitles another entry. The number of schools participating does not affect the number of entries allowed)

Post participation is to be entered in the OMS Dashboard by the Post Adjutant NLT November 20th, 2022 so that the Post will get credit for participating in the Voice of Democracy Program. NOTE: If your Post Adjutant doesn’t record your participation, your Post will not will not get credit for this core program.

Key Information for Districts

District Chairpersons are urged to aggressively promote the Voice of Democracy Program. After coordination with your Auxiliary counterpart please reach out to every Post and Auxiliary in your District. Establish a quick, easy and effective line of communication between you and the Post Voice of Democracy Chairman/ Commander. Consider using e-mail or social media for this purpose. As the District meeting is to be a School of Instruction, it would not be at all out of line for the Voice of Democracy Chairman to ask for time to train Post Voice of Democracy Chairmen and Commanders on the program requirements.

Districts may advance one winner to the State Competition. Be sure to forward your District Winner’s entry material to the State VOD Chairperson to arrive no later than December 15th, 2022. The winner’s package must include the following:

1. Recorded Speech (on Flash Drive or other electronic device (no CD)
2. Typed copy of the speech

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3. Entry form with all necessary signatures
4. A glossy head and shoulder color photograph(s) of your winner are acceptable but a good quality digital photo is much preferred. Photos taken by a smart phone are acceptable and can be easily emailed.

(A flash drive with all information is also perfectly acceptable. If that is foreign to you please recruit someone to help you.)

Key Dates (Please Note New Deadlines) October 31 - Student entries to post

November 15 - Post judging complete

November 20 – Post Participation Due to OMS Dashboard

Check on your District's due date

December 15 - District winners due to the State Chairperson

(Keith Rohloff 100 Brinegar Drive Springville IN 47462)

January 10 - State Judging will be completed

January 15 - Department winners due to National

January 31 - Department reports due to National

March 25th, 2023 State Voice of Democracy Awards Banquet, Marriott East Indianapolis

Prize Structure at the National and State Level

The winner from state competition earns a trip to Washington DC and competes for national awards which range from a minimum \$1,000 up to \$30,000 for first place.

The State Awards are:

1st Place \$5,000.00

2nd Place \$3,500.00

3rd Place \$2,500.00

4th-11th Place \$200.00

All 14 winners (11 District Voice of Democracy and 3 District Patriot's Pen Winners) will have a room at the Marriott East Indianapolis for the Saturday night banquet. All 14 winners will need to be at the Marriott East by 10:00 am Saturday morning for bus transportation to the Indiana War Memorial. They will receive a tour of the museum and the museum grounds. There will be a lunch downtown (probably

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pizza and soft drinks) at the museum. Bus will return the winners to the Marriott East Indianapolis midafternoon. Note: Anyone that would like to attend this function with the winners is welcome, however will have to furnish their own transportation and meal.

Additional Resources

All the information that is needed to conduct the PP/VOD programs is online at www.vfw.org, after you log in, (or create an account and log in), click on My VFW and then on the VFW Training and Support heading. There you will find a wealth of information about VFW programs! Scroll down and click on Community Service & Youth Activities for more information specific to Voice of Democracy.

You can download and print the student entry forms for Voice of Democracy at the National website.

National's supply catalog has printed entry forms, posters and a wide variety of awards and gifts designed for use in the Voice of Democracy program. (800) 821-2606 or www.vfwstore.org.

The State Voice of Democracy Chairperson is anxious to help your Post and District have its most successful Voice of Democracy program yet. If you have any questions about the Voice of Democracy, let me know. My contact information is at the front of this section.

Promote patriotism in our youth through the Voice of Democracy program as we celebrate "Mission First – Veterans Always."

Keith Rohloff

Voice of Democracy Chair
VFW Department of Indiana
keith.a.rohloff@outlook.com
405-535-7210



Department Patriot's Pen

Bryan Lineberry

Post 2457, New Haven

Bryan Lineberry
260-415-7582
1542 Centerbrook Dr
New Haven, IN 46774



As the State Patriot Pen Coordinator, my job is to assist District and Post Patriot Pen Coordinators reach as many youth as possible with this great program!

Patriot's Pen Essay Contest Patriot's Pen gives 6th, 7th and 8th grade students the opportunity to express their opinion on a patriotic theme and improve their writing skills, while they compete for awards and prizes. Cumulatively, the awards provided from all levels of the competition total \$1.2 million each year.

To ensure a successful competition, Posts and Auxiliaries must commit knowledgeable chairmen, enthusiastic volunteers and resources to both competitions. Our goal is to increase the number of participating students every year. Approach schools in the spring because that is when most curriculum decisions are made for the coming Fall. In late summer, revisit to ensure they have the necessary materials and are prepared to do the program. Don't hesitate to involve school administrators, PTA/PTO/PSO parents, teachers, counselors, radio and TV stations, newspapers, churches and other service, civic and community groups/organizations to encourage and facilitate student participation, help with the judging and generally promote the programs. We provide score sheets, brochures, sample news releases and PSAs on vfw.org – you would log in at vfw.org as a VFW member, then click on My VFW and look for the VFW Training and Support section under the Member Resources column. Then click on Citizenship Education, Youth Scholarships and Activities. Present VFW Scholarship Programs anywhere there are groups of students who might be interested. In addition to schools and home school programs; chairman should consider church youth groups, athletic teams, and Boy Scout and Girl Scout units – any place where young people can be reached.

While it is not required at the post level, I do ask that District Patriot Pen Coordinators collect a head shot portrait to include with their winning submission. This is required for the state entry into the national contest. Please also ensure that all applications submitted to both the district and state have completed applications including all necessary signatures. Incomplete applications will not be judged.

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Additional Information and the 2022-2023 Application can be found here:
<https://www.vfw.org/community/youth-and-education/youth-scholarships>

DEADLINES:

Midnight, October 31, Entries to the Post
November 15, Completion of Post judging
December 15, Completion of District judging
January 10, Completion of Department judging
January 15, District participation reports to Department chairman
January 15, Department winners to National

Bryan Lineberry
Patriot's Pen Chair
VFW Department of Indiana
Bryan3081@aol.com
260-415-7582



Buddy Poppy Chair Roger Ferguson Post 1114

rferguson8169@gmail.com
812-480-4151
3101 Sweetser Ave
Evansville, Indiana 47714



Buddy Poppy Program

Thanks to Commander Leirer for appointing me Department Poppy Chairman. I am looking forward to working with all the new post chairman. Please feel free to contact me with any questions or concerns.

History of the "Buddy" Poppy

Inspired by the poem "In Flanders Fields" by Canadian Colonial John McCrae. The V.F.W conducted their first Poppy campaign just prior to Memorial day 1922. Those Poppies were made in France. Today disabled, needy and aging Veterans in V.A hospitals, state Veterans homes and domiciliaries from every corner of our country assemble Poppies for shipment across the country. V.F.W pays the disabled Veteran for their work. This helps with their mental and physical therapy as well as helping pay for the little luxuries of life.

The program

Remember that every day can be a Poppy day. Always have Poppies available in your post home. In my experience the public associates the "Buddy" Poppy with the V.F.W. For that reason any time your post is out in the community have Poppies on hand. Memorial day will always be associated with the Buddy Poppy but the Poppy is a year-around program. The post DISTRIBUTES Poppies and will accept contributions. We do not sell Poppies. People do not have to contribute for you to offer them one.

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Always give the children a Poppy. They get such a kick out of it. Remember that we are part of the community. Always dress appropriate. Wear your cover. Give the public a positive view of our organization. The proceeds are for Veterans welfare, their needy dependents and the orphans of Veterans. A portion of the funds goes to our National Home in Eaton Rapids Michigan.

Make A Plan

Post Chairman should assemble a Committee of enthusiastic fellow members. This committee can help plan events, procure locations and recruit volunteers. Remember that anytime Poppies are being distributed a V.F.W member must be present. Post a sign-up sheet for volunteers. Make sure you recognize those who participate. The V.F.W store offers supplies, certificates and awards. Each post is required to purchase 5 Poppies for every member of the post. The "Buddy" Poppy order form can be found on the Department website @ [vfw.in.org/resources/reports & forms](http://vfw.in.org/resources/reports&forms). The order form is under the post forms. Also check the General Orders. The order form will be in them several times a year.

In Closing

It is my job to assist you in anyway I can. I am always available to do so. If I don't know the answer to your question I will find it out for you.

Roger Ferguson

Buddy Poppy Chair

VFW Department of Indiana

rferguson8169@gmail.com

812-480-4154



Youth Activities Chair Andy Whitt Post 972, Terre Haute

whittafiii@gmail.com
812-249-0984
1800 S 18th St
Terre Haute, IN 47802



Youth Activities is more than just Scouting and encompasses a group of programs that today's Youth can involve themselves in. To name a few the VFW recognizes is of course Scouting in all its forms, Junior Reserve Officer Training Courses, and Civil Air Patrol. Also included are Hunting and Shooting Programs underwritten by the National Rifle Association. As the Post Chairman you should download the Youth Activities Chairman's Manual from the VFW Web Site and review its contents. It is a short document and it can be reviewed in just a few minutes. Now let's talk about the Scouting Awards Program for just a minute.

1. Application may be downloaded from the State Web Site along with a Judging Score Card should a post have more than one application.
2. The Application must be complete to include all signatures - If you miss on I'll call you and get your "OK" to sign your name - the Post Commander Signature is the one most often forgotten.
3. A word on the Scouts Photo - a. Full Uniform reflecting the Eagle, Gold, or Quartermaster Award; b. Should no more than waist up. c. should have the troop flag (if the troop has one) and the Stars and Stripes in the background. d. while the application states 3X5 a 4X6 is more common today and is acceptable.
4. The required documents - a. single page - 1 sided resume of the candidates school activities that include all the listed requirements, b. a scouting record reflecting the scouts activities from beginning to end and be sure it identifies all leadership roles to include the scouts project, c. a single page of the scouts community service activities and accomplishments and recognitions.
5. Finally and probably the most impotent and overlooked requirement, The Letters of Recommendation. These are the most important pieces to the puzzle and the most often poorly presented as they fail to hit the bulls eye. What do I mean? Well some examples are in order to help you understand I Think. 3 required letters include a. a Scout Leader, b. a community member, and c. a teacher or faculty member. Each letter must reflect how the Scout demonstrated exemplary leadership in a. scouting, b. community, and c. school. The key here is that the letter must tell the reader how the scout demonstrated exemplary leadership

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specific to each situation such as scouting. "A good scout and builds all the camp fires when we campout," does not quite cut the mustard. Two additional letters may be submitted and must meet the same requirements for demonstrating exemplary leadership. I would recommend a letter from Church Pastor etc., and someone from another youth organization.

I recommend that each Post forwarding a Scout of the Year recognize the Scout at Post level. Note there is no first, second, and third place in this program. Certificates are available from the VFW Store.

Now let me switch gears and address the JROTC and CAP programs. Each year JROTC awards its Cadets various ribbons etc., and within the VFW Program there are medals and certificates to support the top performers. If you receive a request for support, providing the medals and certificates, you should make every effort to obtain and present them to the recipients.

Andy Whitt

Youth Activities Chair
VFW Department of Indiana
whittafiii@gmail.com
812-249-0984



Veterans Home Chair

Tom Smith

Post 10003, Carmel

ToSmith@ivh.IN.gov

765-337-4221

1606 Wright St

Logansport, IN 46947



I am currently the Community Services Director at the Indiana Veterans' Home (IVH). I have been with IVH since 2014.

I am a retired Sergeant First Class from the Indiana Army National Guard, serving for 23 years, along with deploying overseas 4 times to Bosnia, Iraq, and Afghanistan, retiring in 2015.

My job as the Indiana Veterans' Home (IVH) Chairman is to assist the Post and District officers. If you need help with events at IVH, adopting a veteran at IVH, please feel free to call me directly and I will aid with ensuring your questions and needs are answered.

I am also a member of the American Legion. Currently the 1st Vice for American Legion Post 492 and the American Legion 2nd District IVH Chairman.

Through communication and dedication, I will be the liaison between VFW and IVH. VFW has always taken excellent care of past Veterans and I hope to continue this tradition.

I grew up in Logansport, Indiana and currently reside there. I am married to Tamara. I have 2 children, 1 stepchild and 2 grandchildren.

Tom Smith

Indiana Veterans Home Chair

VFW Department of Indiana

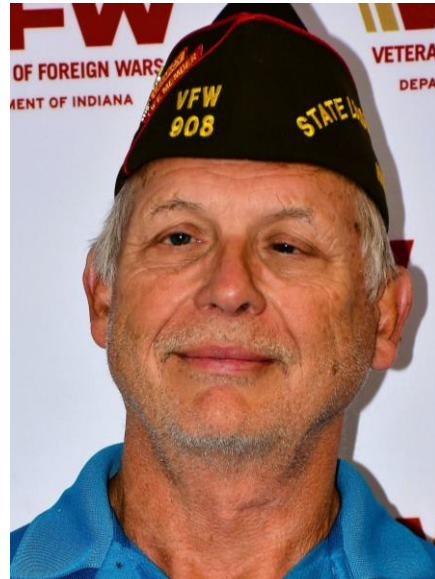
ToSmith@ivh.IN.gov

765-337-4221



VFW National Home Richard Ellis Post 908, Indianapolis

richardel6908@sbcglobal.net
317-372-6887
4002 Superior Rd
Indianapolis, IN 46221



Indiana Day at the VFW National Home in Eaton Rapids, Michigan is Sunday September 25, 2022. The 7th District and 11th District are having bus trips. They go up on Saturday, stay at a near by hotel and return late on Sunday after the visit to the National Home. For the 11th District please contact Diane Pettit at 317-440-9872, for the 7th District please contact Keith Rohloff at 405-535-7210.

The origins of today's VFW National Home can be traced to a 23-year-old woman named Amy Ross. In 1922, Ross made it her mission to help find jobs for the thousands of unemployed veterans in Detroit.

THE BEGINNING

News of Ross' efforts reached millionaire cattleman Corey Spencer, who gifted 472 acres of land near Eaton Rapids, Michigan, to build on Ross' vision of supporting veterans.

On Jan. 7, 1925, the VFW National Home was founded, helping to fulfill the VFW pledge to "honor the dead by helping the living." Later that spring, the Home welcomed its first family in an old frame farmhouse, Mrs. Pollett and her six children. Pollett had become suddenly widowed and lost her husband's military pension.

THROUGH THE YEARS

Since its founding, the VFW National Home has grown from an old frame farmhouse to a sprawling campus with playgrounds; park areas; and multiple buildings, including single-family homes, a community center and gymnasium, child care facility, guest lodge, chapel, and administrative offices.

Over the years, the National Home has evolved to meet the changing needs of America's military and veterans' families. Through it all, one thing has remained constant: the National

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Home's commitment to honor our nation's veterans and active-duty military by providing help and hope for their children and families.

If you have visit I strongly encourage you to attend Indiana Day at the National Home and visit the Indiana Home, fund by donations from the Post in Indiana.

Richard Ellis

VFW National Home Chair

VFW Department of Indiana

richardel6908@sbcglobal.net

317-372-6887



Veterans and Military Support Programs Mark Carr Post 1550

**Mcarr503@gmail.com
765-720-1046
819 S. Jackson St.
Greencastle, IN 46135**



Veterans and Military Support Programs

The Veterans of Foreign Wars (VFW) being at the forefront of patriotism the members and the organization are continually finding ways to foster support of United States veterans and current members of the armed forces. The VFW Veterans and Military Support Programs are designed to give support to veterans, service members and their families. The cornerstone of this program is the involvement of local Posts with the military family and their units.

ADOPT-A-UNIT: The Adopt-A-Unit program was developed to pledge VFW Post and Auxiliary support to the service members and families of a unit from the local military community. When a Post “adopts” a unit, they make a commitment to the service members and their families through moral and emotional support before, during and after deployment. To Adopt-A-Unit, fill out the Application for Sponsorship and submit it to VFW National Headquarters. A Certificate of Adoption will be mailed to the Post in approximately four weeks. An annual report is required.

MAP GRANTS: The MAP Grant program is intended as financial assistance for Posts, Districts, and Departments to sponsor events for military units of the Active-Duty, National Guard, and Reserves. These events are most successful when local Posts interact directly with the military unit, involving National Certified Recruiters and Veterans Service Officers. A MAP Grant Application should be submitted to VFW National Headquarters a minimum of three weeks prior to the event. The application must be filled out completely, and include a signature by the Commander or Quartermaster, an itemized event budget,

description of VFW involvement with the event, Federal Tax ID number, and IRS tax-exempt status.

UNMET NEEDS: We understand the challenges veterans, service members and military families can face and believe that experiencing financial difficulties should not be one of them. That's the premise behind the VFW's **Unmet Needs** program.

Unmet Needs is there to help America's military families who have run into unexpected financial difficulties as a result of deployment or other military-related activity or injury. The program provides financial aid grants of up to \$1,500 to assist with basic life needs in the form of a grant - not a loan - so no repayment is required. To further ease the burden, we pay the creditor directly.

The needs of our veterans, service members and their families should never go unmet. Let us offer you a hand up when you need it!

The VFW's "Sport Clips Help A Hero Scholarship" provides service members and veterans with the financial assistance they need to complete their educational goals without incurring excessive student loan debt. It's just another way for us to say "thank you" to those who fought for our freedoms.

Scholarship Details:

- **Scholarships of up to \$5,000 will be awarded to qualified applicants.**
- **Awarded scholarships are limited to one per family per semester.**
- **Applications for the fall semester will be accepted Jan. 1 through April 30.**
- **Applications for the spring semester will be accepted Aug. 1 through Nov. 15.**
- **Fall semester scholarships will be awarded in August, and spring semester scholarships will be awarded in January.**
- **Scholarships must be used by the end of the school semester for which the veteran is applying, or they will become null and void.**
- **Scholarships are restricted for tuition and fees only and will be paid directly to accredited schools.**

Eligible Applicants Must:

- **Be a citizen of the United States.**
- **Be retired, honorably discharged, active duty, or a member of the National Guard or Reserve.**
- **Have completed Basic Training and follow-on training (Advanced Individual Training, technical school, etc.).**
- **Separated with or currently hold a military rank of E-5 or below.**
- **Demonstrate a need for financial assistance.**
- **Participate in, be accepted to or currently enrolled in a VA-approved program or school at an accredited post-secondary institution.**

As the Chairman of this committee, I want to encourage every post that is near to a unit to reach out to them and adopt them. Greencastle post 1550 has already adopted its local armory. I feel that this is not only a way to foster a relationship with your local

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units; but it will hopefully encourage growth in your post and community. I also encourage anyone that has students that meet the criteria for the Help a Hero Scholarship reach out and apply for it.

Mark Carr

Veterans and Military Support Programs

VFW Department of Indiana

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VFW RIDERS

To start a VFW Riders group within your VFW Post you first will need to get the approval of the Post and its Comrades. Then you will need a minimal of 5 Comrades to begin, some will call this the Original Five . Once you have the 5 Comrades you will need to put in for your charter. Once that has happened you will then fill the paperwork out and submit it to State so they can then request a Charter from Nationals on behalf of your Post. Once they get the charter back from Nationals and you are approved you will then need to have a meeting to vote in your officers, the President, Vice President, Quartermaster (which is the Post QM unless they choose to designate someone from the group that is in good standing with the Post), Road Captain, Chaplain, and Sgt. At Arms. At this point you will need to write your Bylaws for your VFW RIDERS GROUP. These bylaws are what is best for your group and how you want or who you want to hold offices rather it be the Comrades or Auxiliary or a combination of both. The guidelines are on the VFW national site and is just that, guidelines.

You can reach out to the State Riders Chairman and also to your other Riders Post to see how they have theirs which will assist you on writing yours. Not all VFW Riders Groups have the same bylaws because each Post is different and what works for one does not always work for others. There is also discussion on “support” riders. Again this is how you as a VFW Riders group will decide and write your Bylaws.

If you have any questions please do not hesitate to reach out to the State VFW Riders Chairman James Davis or you can reach out to me Russell “Gabby” Pryor VFW Riders Group Post 261, Dave Hammons is the past State Chairman VFW Riders Group Post 908. We all would be happy to answer or assist in anyway possible. Please reach out and let us help.

Remember we are a Veterans Riders Group that is a representative of the VFW, the State of Indiana, our District and our Posts. We are to always act in accordance. We are here to support our Veterans, Auxiliary and our Community and as we ride we need to remember this. This is

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an awesome way to bring new members in and help build and grow your post. We look forward to seeing you on the road and in each others VFW's.

Information provided by: Russell "Gabby" Pryor
VFW Riders Post 261 Vice President

Jim Davis

VFW Riders

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Military Order of the Cooties

We are continuing our quest to get at least 2 more Pup Tents in Indiana so we can once again have a Grand (Department) in our State!

For those who are not familiar with the MOC & MOC Auxiliary, here is what we are and what we do:

The Military Order of the Cootie of the United States is a non-profit Veterans Service Organization. We are known as "The Honor Degree of the VFW" and our members are comprised of the officers and leadership of the Veterans of Foreign Wars of the United States. Membership in the MOC is recognition of outstanding service to the VFW and its programs. Founded in New York City on September 17, 1920, the MOC is based on the principals of good humor and fun. Over the past ninety years, the Cooties have provided social and entertainment programs to members of the Veterans of Foreign Wars of the U.S. as an Ancillary unit within the organization. Since 1923, our first year as a part of the VFW, the Cooties have worked hard to further the aims of the VFW while adding to it the frivolity known as Military Humor to the serious work of our parent organization. What would ultimately become known as the VFW National Home for Children, a sprawling campus of homes located in Eaton Rapids, Michigan, started out as the brainchild of the MOC. We firmly believe in caring for the widows and children of our Armed Forces. Literally millions of dollars have been raised and donated to help "our kids" over our history; starting with the library, the swimming pool, the Fire Department, and a host of other projects designed to make life fun and educational for the children during their stay at the National Home.

With the outbreak of World War II, the Cooties recognized a need to entertain hospitalized troops and veterans during their confinement and rehabilitation at Veterans Administration facilities throughout the country. Our service program is described as a directive to "Keep 'em Smiling in Beds of White." Each year the Cooties volunteer thousands of hours of time worth over ten million dollars to DVA Hospitals and domiciliaries throughout the United States. This work, in addition to the hours of service donated as active members of the VFW, set the

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members of the MOC apart as Foreign Service and Combat Veterans who are fully engaged in their communities, and their fellow comrades in arms and their families. Our distinctive red hat and unusual uniform sets us apart and draws attention to the plight of those less fortunate than ourselves. We sacrifice a little of ourselves to bring a smile or a laugh during what is normal. Please Email me (ljpatch@mail.com) if you are interested in starting your own Pup Tent or would like to join "Indy Racers" Pup Tent 11, 5139 W 10th Street, Speedway, IN 46224.

Yours in LOTCS,
Larry Patch
Seam Squirrel

Veterans of Foreign Wars Department of Indiana Commanders Special Project 2022-2023



Veterans Foundation of Indiana

Indiana Veterans Helping Indiana Veterans

[Donate Now](#)



Mission Statement

The mission of the Veterans Foundation of Indiana is to support programs to increase awareness of the sacrifices of America's veterans, to promote citizenship education, volunteerism, and youth programs, also to facilitate aid for veterans and their families in need of medical, rehabilitative, educational, and employment services.

Adopted May 31, 2019

The Veterans Foundation receives no funding from Indiana VFW or VFW National. Our only source of funding is you!

Please encourage your Post to donate to the Foundation so we have the funds to support Veterans right here in Indiana.

Indiana Veterans Helping Indiana Veterans

The Veterans Foundation of Indiana was established to provide assistance to Indiana Veterans. Much like the VFW National UNMET Needs Program which we, as VFW members support, the Veterans Foundation of Indiana was established to provide assistance to Indiana veterans. The Foundation will support Indiana Veterans and fund the Voice of Democracy and Patriot's Pen State winners.

Citizenship Education & Youth Programs

The Veterans Foundation of Indiana will provide funding for The VFW Department of Indiana "Voice of Democracy" and Patriot's Pen" programs. These programs encourage Indiana's youth to write essays and speeches with patriotic themes, and the best entries receive monetary awards. The Foundation believes that through participation, students can gain a broader awareness and appreciation of veterans' sacrifices that have allowed them live in a free country. As part of the Voice of Democracy and Patriot's Pen Programs awards the Foundation will provide the students with a tour of the War Memorial and surrounding monuments.

Assistance for Indiana Veterans

The Veterans Foundation of Indiana provides emergency or stop gap funds to Indiana Veterans and their families when a verifiable need exist. The Foundation will assist Veterans, Active Duty Military and Indiana National Guard personnel. The program guidelines and application are available at www.vfwin.org under the Foundation tab.

If you shop on Amazon, you can easily Donate by simply using Amazon Smile! Use Amazon Smile instead of Amazon and select Veterans Foundation of Indian to receive your Donation!

Veterans Foundation of Indiana
9555 East 59th Street
Indianapolis, Indiana 46216

317-377-1795
www.vfwin.org

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