

THE AMERICAN LEGION DEPARTMENT OF SOUTH CAROLINA
P. O. Box 3309
Irmo, SC 29063
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2018 FREDERICK CARLOS JONES POST ADJUTANT ACHIEVEMENT AWARD

DUE DATE: MARCH 15, 2018
Applications will not be returned

The Post Adjutant must achieve seven (7) of the ten (10) goals listed below in order to be considered for this award and it is **mandatory** that the first four (4) of the goals be achieved. Provide written proof of each goal achieved (newspaper clippings, certification copies, dates, etc.).

Each Post Adjutant that meets the requirements will receive an award. The Trophies and Awards Sub-Committee will review the nominations and select the most outstanding as the Post Adjutant of the Year.

Mandatory:

1. Post sponsors one or more community service projects and/or submits Community Service Report for the **2017** Calendar year. Provide description or proof.
2. Post must submit a **2016-2017** Consolidated Post Report by **June 15, 2017**.
3. Post must submit **2017-2018** Post Officer's report by **June 15, 2017**.
4. Post representative attended two or more District meetings (Department Officers excluded) during the **2017-2018** membership year. Provide name/s of Post representative(s) and date of meeting.

Optional (must meet 3 of the 7 listed below):

5. 100% of **2018** Post Membership Quota Goal attained by **February 9, 2018**
6. One or more Post members attended **2017** Fall Conference. Provide name(s).
7. A Post representative attended the **2017** Department Convention. Provide name/s.
8. Other project, program or service provided by the Post not outlined. Explain in detail.
9. Post send a newsletter/bulletin to Post members. Provide copy.
10. Post must hold a Permanent Post Charter, Articles of Incorporation and current Post Constitution and By Laws. Provide copies for evidence.

I, Post Commander _____, of Post _____
verify that Post Adjutant _____ has met the requirements as
listed.

SIGNED: _____ Title _____