



**Department Children & Youth Report
The American Legion
(June 1 – May 31 Annually)**

DEPARTMENT OF: _____ **YEAR(S):** _____

PURPOSE: This form allows departments opportunity for enhanced, consolidated reporting on assistance provided to children and youth by levels *other than* posts (e.g., district, county, area, department) that are not captured through regular Consolidated Post Reporting (CPR) by individual posts.

INSTRUCTIONS: Prior to May 31, each Post in your Department will receive a copy of the Consolidated Post Report form. All Consolidated forms are to be sent through your Department to National Headquarters. All narrative forms should be sent to you in care of your Department Headquarters.

It is your responsibility as Department Children & Youth Chairman to see that the requested Department expenditures are listed below and that all narrative report forms are tabulated and entered in Part II of this form. When completed, this form should be sent directly to: The American Legion, ATTN: Children & Youth, P.O. Box 1055, Indianapolis Indiana 46206-1055.

Fax: (317) 630-1369

E-mail: C&Y@legion.org

Deadline: July 1 Annually

**PART I
GENERAL INFORMATION**

Number of posts in department:	
Name of person making this report:	
Title:	
Address:	
City:	
State & Zip Code:	

**PART II
INFORMATION FROM POST NARRATIVE REPORT FORM**

The following information is to be tabulated from your department's own Children & Youth Post narrative report forms that are received by the Department Children & Youth Chairman.

A. Number of Posts filing a Consolidated Post Report form:	
B. Number of Posts participating in any of the following National Children & Youth program objectives:	
1) April is C&Y Month:	
2) Youth Suicide Prevention:	
3) Drug and Alcohol Abuse Education:	
4) Halloween Safety:	
5) Child Health & Safety:	
6) Temporary Financial Assistance:	
7) National Family Week/Family Emphasis:	
8) Family Support Network:	

C. Number of estimated volunteer service hours provided by the membership of posts in your department for children and youth:	
D. Amount of estimated money spent for administrative expenses for C&Y overhead (postage, printing, conference):	

**PART III
CHILDREN & YOUTH EXPENDITURES
DEPARTMENT**

These are funds expended by levels of the department other than posts for the Committee/Commission on Children & Youth; DO NOT reflect expenditures of posts.

SECTION A — DIRECT AID

Cash aid given to needy children	1)
Value of goods given to children (reasonable estimate)	2)
TOTAL DIRECT AID (Add lines 1 and 2)	3)

SECTION B — CONTRIBUTIONS TO

American Legion Child Welfare Foundation	4)
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SECTION C — CONTRIBUTIONS TO

Miscellaneous Other C&Y Programs	5)
All others sum total	6)
TOTAL CONTRIBUTIONS (Add lines 5 through 6)	7)

SECTION D — EXTRAS

Cost of parties, gifts, similar extras	8)
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SECTION E — MISCELLANEOUS

Cost of any other activities for children and youth	9)
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TOTAL CHILDREN & YOUTH EXPENDITURES (Add lines, 3,4,7, 8 and 9)	10)
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Please estimate the amount of money spent for administrative expenses for the department's Children & Youth overhead. (postage, printing, conferences. travel, salaries, etc.)

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**PART IV
CHILDREN AND FAMILIES AIDED
DEPARTMENT**

These are the number of children aided through levels of department *other than* posts for the Committee/Commission on Children & Youth; DO NOT reflect the efforts of posts.

SECTION A — DIRECT AID

No. of children helped by cash grants	11)
No. of children given food, clothing, etc.	12)
TOTAL NUMBER OF CHILDREN DIRECTLY AIDED (Add lines 11 and 12)	13)

SECTION D — EXTRAS

No. of children given parties, gifts, similar extras	14)
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SECTION E — MISCELLANEOUS

No. of children reached through other activities	15)
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TOTAL NUMBER OF CHILDREN (Add lines 13, 14 and 15)	16)
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PART V

Use additional sheets to describe in some detail a special Children & Youth activity promoted by your department. If submitting online, please use the text box below to detail your special activity.

Date: _____

Signature _____