

# Auxiliary Outreach

## School of Instruction 2023-2024

### Basic Guidelines:

1. **Volunteer of Time:** Auxiliary Outreach is volunteer work performed by an Auxiliary under the direction of another organization, for the benefit of their community or its institutions. It is a donation of time, not in-kind or monetary donations. It is about collaborating with other organizations in our communities to help improve where we live.
2. **Identify yourself:** Wear something that signifies you are a member of the VFW Auxiliary (hat, pin, badge, or a shirt as examples).
3. **Approve the project:** The project must be voted on during an Auxiliary meeting.
4. **Track your time and members:** Track how many members and how many hours of volunteering. You will need this information for your year-end report.  
Remember that Auxiliary Outreach volunteer time is to be reported to your local VFW Post Adjutant so it can be added to their report. This will help your Post with eligibility for the National Outstanding Community Service Post Award.
5. **Unique to itself:** If what you are doing is reportable under another Auxiliary Program, report it under that Program, not under Auxiliary Outreach.

### Year End Reporting:

1. Auxiliary Outreach Auxiliary Award No. 1 entries are due March 31, 2024.
2. Department Year End Report is due by April 15, 2024.

### Other Resources:

- Department web page
  - What is Auxiliary Outreach document and faq
  - Bulletins
  - Year End Report forms
- National - <https://malta.vfwauxiliary.org/MemberResources> and click on Auxiliary Outreach



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