

American Legion Auxiliary Hoosier Girls State Program Action Plan - 2016 – 2017 Denise Delaney-Wrolen, Chairman

ALA Hoosier Girls State Unit Chairmen:

This packet describes in detail the information that will help you have a successful year for ALA Hoosier Girls State as we look forward to the 2017 ALA HGS session.

- The Department of Indiana has an excellent ALA Hoosier Girls State program, year after year. We feel it is the best in the nation. We strive on having a good reputation with the people in our communities. This year our goal is to really get more involved with the high schools in our communities as early as we possibly can in the new school year. Sometimes you will find the person you are working with may be the Principal, Guidance Counselor, or a teacher who cares about the ALA Hoosier Girls State program. We ask that you start off by introducing yourself to them, either in person, by letter or email. Ask to meet with the young women who are eligible to be a delegate/alternate to explain what our program is all about. It is not a camp, but rather a hands on government program. It is always a good idea to have former delegates come to this meeting to tell about their experiences at ALA Hoosier Girls State. Our goal is to give these young ladies the best training to become a better citizen.
- Our goal is to have all delegates to be prepared so they will know what to expect prior to their arrival at ALA Hoosier Girls State. Once your delegate/alternate selections have been made, please pass on all information to your District Board Member (attached) along with all fees. Encourage your delegates/alternates to immediately visit our website at: www.aladeptin.org and click on the ALA Hoosier Girls State icon to the link that says Online Workshop. This is **mandatory** for them to take before they arrive. They will be instructed to download all information they will need prior to arriving.
- Make sure your delegates are aware of the Samsung /American Legion Scholarship. ALA Girls State and Boys State delegates are the only ones who are eligible for this scholarship. ALA Girls State delegates have to be a direct descendant of a veteran family member before she can apply for the scholarship, in this case the family member does not have to be a member. Detailed information will be on the website in time for them to have the application completely filled out to bring a hard copy with them to ALA Hoosier Girls State as well as uploaded electronically.
- Always make sure the public and private school staff understands this program was created by and is administered by the American Legion Auxiliary. Newspaper articles and news releases should always state this fact.
- The delegate fee will remain \$300 this year.
- Your District Board Member needs to have the delegate/alternate applications and delegate application fees from your unit to them by **March 15, 2017**.
- There is a **non-refundable \$20 delegate application fee**, which will include a City Picture and a DVD of the week. This fee to be paid by the delegate (or unit) **at the time the application is turned into the Unit Chairman**.
- By the deadline you will need to send all delegate/alternate applications, the \$300 delegate fees and \$20 delegate application fees to your District Board Member.
- **Each delegate is responsible for making her own travel arrangements to and from ALA Hoosier Girls State.**
- **ALA Hoosier Girls State will be held at Trine University in Angola, Indiana, beginning Sunday, June 18 through Saturday, June, 24, 2017.**

This year, the American Legion Auxiliary, Department President's theme is "**Pride in Giving Service**". While observing this theme we want the young ladies of Indiana to have a wonderful fun-filled week at ALA Hoosier Girls State.

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Unit Chairman Responsibilities ~ Prior to ALA Hoosier Girls State

1. Discuss with your unit how many citizens your unit can afford to sponsor and how much outside financial help you will need. **The fee is: \$300 per delegate** and she (or unit) is responsible to pay a **\$20 non-refundable application fee**.
2. Encourage solicitation from other organizations or businesses to sponsor ALA Girls State delegates. Write letters and talk to contributing sponsors and share with them the fee for this year and when the money is due.
3. Establish contact with schools, usually through the Guidance Counselor who works with the Junior Class, but there are instances, when you will work with the principal or a teacher. Make sure the school is willing to participate. Be sure to discuss with them that the Unit has the final say on who actually attends ALA Hoosier Girls State. Always have a motion in your minutes listing the names of the selected delegates and alternates attending.
4. Make an appointment with the school representative and if possible try to speak with the young women who are eligible. Tell them the important information they need to know before applying. For instance, the dates, they will need to make their own travel arrangements and remind them they are expected to stay all week, etc. If they cannot stay the entire week, they will need to contact the Board Member and have her replaced with an alternate.
5. Once you receive your application packet from your District Board Member, either take the applications to the school or make arrangements to meet with the young women. It is your responsibility to make sure each delegate and alternate fills out the application completely before you give it to your Board Member along with all fees. **The Board Member for your District is your first contact should you have any questions.**
6. After the selections have been made, pick up all delegate and alternate applications from the school. Ask those who are selected to give you a short biography so you can publish it in your local newspaper. The Board Members do not need pictures of the young women, just the applications and fees.
7. Be sure to make copies of all application forms and checks for your records, before turning over to your District Board Member. The checks must be made out to: **American Legion Auxiliary for \$300 per delegate (memo line ALAHGS)** and also the same for the **\$20 non-refundable application fee** the delegate herself (or unit) is responsible for.
8. **If a delegate finds she cannot attend, as the Unit Chairman, DO NOT REPLACE that delegate with an alternate yourself, this must be done by the District Board Member.**
9. Be sure to invite ALA Girls State citizens to join your unit. Promote opportunities and benefits of membership as a source for volunteerism.

QUALIFICATIONS:

- Interested in government
- Possess leadership abilities
- Possess integrity and good character
- Show proper respect to the U.S. Flag
- Love for God and Country
- Abide by the ALA Hoosier Girls State Pledge, including all campus and house rules

The delegate must arrive on Sunday, June 18, 2017 (beginning of the ALA Girls State session) and shall not leave until after the Honor Day Program on Saturday morning, June 24, 2017. If a delegate's schedule conflicts with the time of arrival or she needs to leave early, she should relinquish the honor of attending ALA Hoosier Girls State, then an alternate who can meet the requirements should be sent in the delegate's place. The Unit Chairman needs to let her District Board Member know immediately should this happen.

All individuals filling out an application must do so using the proper form that states the current year 2017.

ELGIBILITY:

The delegate shall be enrolled in an Indiana High School, having completed her junior year or third year, and be returning to the high school level setting the following year, be in the upper half of her class academically, and be sponsored by a unit of the American Legion Auxiliary, Department of Indiana. Home schooled young women are eligible if their home school is registered in the State of Indiana, the local school superintendent, or they are registered with a Home School Association.

**American Legion Auxiliary
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What is American Legion Auxiliary, Hoosier Girls State?

American Legion Auxiliary, Hoosier Girls State is a program designed to educate young women of Indiana in the duties, privileges, rights and responsibilities of citizenship. It is a week of living and learning the political system of Indiana through a mythical City, County and State.

The young women chosen for this honor by an American Legion Auxiliary Unit are named as delegates to ALA Hoosier Girls State. In addition, an American Legion Auxiliary Unit may designate other young women to serve as alternates in case a delegate cannot attend the ALA Hoosier Girls State session.

Once delegates arrive and register, they become citizens of ALA Hoosier Girls State and are assigned to one of the two political parties – **Federalist** or **Nationalist**. (This name change is necessary since citizens are elected as delegates for political party activities.) Citizens learn the political party structure and every citizen files and campaigns for an elective office. Once elected, they serve in that office.

Eligibility for ALA Hoosier Girls State requires an ALA Girls State Delegate be enrolled in an Indiana high school, having completed the junior year or third year, and be returning to the high school level setting the following year, be in the upper half of her class academically, and be sponsored by a Unit of the American Legion Auxiliary, Department of Indiana. Home schooled young women are eligible if their home school is registered with the State of Indiana, the local school superintendent, or they are registered with a Home School Association.

Qualifications for ALA HGS, includes that a delegate shall be interested in government, have leadership abilities, be honest and possess good character. She shall show proper respect to the U.S. Flag and have a love for God and Country.

Expectations of ALA HGS Delegates, include staying the entire ALA HGS session, showing respect for the American Flag; participating in all aspects of the scheduled program; following the guidelines and rules of the ALA HGS Board and Trine University; and giving proper respect to all staff members and all other ALA Girls State delegates. Love for God and Country will be broadened by inspirational Flag ceremonies and non-denominational religious services held during the ALA HGS week and all participants are expected to attend these programs.

Citizenship, not politics, is emphasized at ALA Girls State, and competition for elective office is the means to an end, not the goal.

American Legion Auxiliary, Hoosier Girls State, Inc.

Sponsored by the American Legion Auxiliary, Department of Indiana
“Learning Today to Lead Tomorrow”

Policy Statement

American Legion Auxiliary, Hoosier Girls State, Inc. reserves the right to accept or reject any application to the American Legion Auxiliary, Hoosier Girls State.

After the American Legion Auxiliary, Hoosier Girls State is in progress, the right is reserved for the Director to dismiss any delegate for violation of the rules of the American Legion Auxiliary, Hoosier Girls State, Inc., or other good cause, as determined by the Director, regardless of sponsorship.

Any citizen of the American Legion Auxiliary, Hoosier Girls State found to be using, or in possession of intoxicants, tobacco products, illegal drugs, firearms, other weapons or explosives, gambling, destroying property, or leaving the ALA Hoosier Girls State campus area without the permission of the Director or her Counselor, **will** be subject to immediate dismissal without refund and barred from further participation in the program.

Delegates who **do not** participate fully and who, in the opinion of the ALA Hoosier Girls State staff, **do not** successfully complete the training, **will not** receive certificates. Selecting American Legion Auxiliary Units, Contributing Organizations, Parents and High School Principals will be notified of delegates failing to complete the course and the request made that American Legion Auxiliary Hoosier Girls State be stricken from the delegate's academic records.

A delegate failing to complete the ALA Hoosier Girls State session without just cause, barring illness or death in family, is held responsible for reimbursing the delegate fee to their sponsor.

Health and Medical

During American Legion Auxiliary, Hoosier Girls State, first aid and/or medical attention, if required, will be available. Every care will be taken to avoid accidents and prevent illness, but the American Legion Auxiliary, Hoosier Girls State, Inc., will not be responsible for either injuries or sickness should they occur. Applications and health forms will be shredded within one year of attending ALA Girls State.

Handicapped Policy

If a handicapped student who needs assistance is selected to participate, that student's parents/legal guardian must furnish a full time female aide, of legal age, to assist the student. All expenses for the aide, including transportation, meals and lodging must be assumed by the parents/legal guardian. Proof of legal age of the aide is required. This is to be furnished to the American Legion Auxiliary, Hoosier Girls State Director, with the student's application. Also, the American Legion Auxiliary, Hoosier Girls State, Inc., must be assured that proper

insurance is provided for the handicapped student and her aide, and any additional premiums will be assumed by the: parent/legal guardian of the handicapped student. **If you require special needs for accommodations, please contact the Director.**

The American Legion Auxiliary, Hoosier Girls State, Inc. is an educational exercise in which the majority of the base skills are transmitted to the delegates via verbal and published communications.

The American Legion Auxiliary, Hoosier Girls State program will make every effort to afford qualified individual delegates an opportunity to participate regardless of impairment, but at no cost to the American Legion Auxiliary, Hoosier Girls State, Inc.

Hearing Impaired and/or Vision Impaired (legally blind)

The following restrictions will be applied to the Hearing impaired and/or Vision impaired:

1. The hearing impaired and/or vision impaired delegate must be accompanied, so as to provide her personal safety at all times, by a qualified person, (personal aide) or signing person (an interpreter) of the same sex and of legal age that is capable of voice communication as well as sign language.
2. The aide or interpreter must accompany the student to all the program functions, and must adhere to all delegate rules.
3. The personal aide or interpreter will be subject to the same exact fees as a delegate, but will not be allowed to participate in the actual program without the express prior permission of the American Legion Auxiliary, Hoosier Girls State Director. The personal aide/interpreter's fees **will not be paid by American Legion Auxiliary, Hoosier Girls State**, as it is the responsibility of the delegate herself to pay the fees.
4. The American Legion Auxiliary, Hoosier Girls State, Inc. will not be responsible to the personal aide or interpreter in any way, for any remuneration for her efforts on behalf of the hearing impaired and/or vision impaired delegate.
5. If there are varying degrees of vision impairment, or a Seeing Eye dog involved, that may be subject to variations of the above rules, they will be considered on an individual basis by the Director of the American Legion Auxiliary, Hoosier Girls State.
6. These restrictions are in addition to the American Legion Auxiliary, Hoosier Girls State, Inc., Handicapped Policy.

All arrangements for any hearing impaired and/or vision impaired delegate must be submitted in writing and approved by the American Legion Auxiliary, Girls State Director, before the individual's acceptance as a delegate to the American Legion Auxiliary, Hoosier Girls State program.

Visitors

ALA Girls State program visitors **must** check in at the American Legion Auxiliary, Hoosier Girls State Director's Office on campus to request permission to visit and obtain a visitor's pass. **Visitors are not allowed on the dormitory floors/apartments at any time.** No other visitation is allowed except in the case of an emergency situation. Emergency visits must be approved by the American Legion Auxiliary, Hoosier Girls State Director in advance of the visit.

Non-Smoking Campus

- The Indiana State Law prohibits anyone under the age of eighteen (18) to purchase or possess, tobacco products and the Trine campus is a non-smoking facility; therefore, if a delegate smokes, her parents shall sign an acknowledgment slip to address this issue.

(Press Release to be sent to local newspaper after Delegates attend session)

American Legion Auxiliary, Hoosier Girls State Delegate Selected

_____, daughter of Mr. and Mrs. _____

was chosen by the _____ American Legion Auxiliary Unit # _____

to attend the 76th annual session of American Legion Auxiliary, Hoosier Girls State. ALA HGS was held June 18 – 24, 2017 on the campus of Trine University in Angola, Indiana.

Miss _____, a Junior at _____ High School

joined approximately 500 other young women for this government program designed to educate our leaders of tomorrow in the duties, privileges, rights and responsibilities of citizenship. This session of government and practical politics is non-partisan and non-political.

Citizens began their week-long adventure by registering to vote, where they received an assignment to a mythical political party which at registration time had no political organization or party beliefs/platforms-all established by the delegates within three days into the session.

Delegates also filed for an elected office on the City, County or State level. She then conducted her political campaign complete with speeches and campaign materials. Once elected to office, delegates were sworn in and performed the duties as described for that position. Non-elected delegates were given appointments as well as encouraged to visit the offices of those elected to communicate their needs as citizens.