# INSTRUCTIONS FOR COMPLETING
# 2025-2026 POST CHILDREN & YOUTH
# NARRATIVE REPORT

TO POST CHILDREN & YOUTH CHAIRMAN:

**Before finalizing this form, please be sure that your section of the Post Consolidated Report form has also been completed and numbered annotated items match exactly**.

Fill out this narrative report form completely.

Send the original narrative report form and any attached narrative sheets to the Department Children & Youth chairman in care of Department Headquarters **no later than May 22, 2026**
This narrative report form is NOT to be attached to the Post Consolidated Report. It is intended for the use of the Department Children & Youth Committee in determining the Post Children & Youth awards and for substantiating to National Headquarters that our Department has attained **100 percent** Children & Youth **narrative** reporting for the 2025-2026 Legion year. The number in parenthesis, example: Health & Child Safety (96) is the same as the item number on the Consolidated Post Report.

**ALL Posts should have something to report!**

In order to make your total report more effective, please make the following appropriate copies of this form:

Original to Department Children & Youth Chairman
Copy to your District Children & Youth Chairman
Copy for your Post records

Please mail the Original to the following address:

The American Legion
Department of Virginia
ATTN: Children & Youth Chairman
PO Box 11025
Richmond, VA 23230

If you have questions, please feel free to contact me via E-mail:
Deloris Todman (165)
Chairman: vacandychairman@gmail.com 757-320-9359
Children & Youth Committee
Department of Virginia

FORM **MUST** BE AT DEPARTMENT HEADQUARTERS
NO LATER THAN CLOSE OF BUSINESS
22 May 2026

# POST CHILDREN & YOUTH NARRATIVE REPORT
## 2025-2026

(Please Print neatly or Type)

Post Name_____ No._____ District No._____

Department of Virginia Membership as of April 30, 202x _____

City_____ Address_____
Date_____ Signature_____

A. Did your Post file a Consolidated Report? Yes ___ No ___

B. Did your Post contribute to the American Legion Child Welfare Foundation?
Yes _____ No ___ If Yes, amount contributed. $_____(add to block 106)

**CHILDREN & YOUTH ( C & Y )**

92 # _____ no. of **C&Y activities** held

93 $ _____cash aid given to benefit Children

94 $_____cash value of goods given to children (reasonable estimate)

95 # _____ no. of children given aid (cash or goods)

96 #_____ no. of volunteer hours for C & Y programs and activities

97 (y/n) ____ participates in **Halloween Safety**

98 (y/n) _____ participates in **Health & Child Safety**

99 (y/n) ____participates in **April is C&Y Month**

100 (y/n) _____ participates in **National Family Week**

101 $ _____parties, dinners, prizes and gifts (cost to Post)

102 (y/n) _____ participates in **Temporary Financial Assistance (TFA)**

103 $_____cost to Post for **TFA**

104 $ _____Admin Expenses (Paper, equipment, etc.)

105 **$** _____ cost of all other child services charities

106 $ _____ **Contributions to all other child-servicing/youth organizations**

107 $ _____ cost to Post **Veterans & Children Foundation**

C. **Miscellaneous/Contributions:**

Did your Post or Members participate in any of the following National Children & Youth activities? **add costs as shown below:**

| | # Hours | # Miles | Donation |
|---|---|---|---|
| _____ (y/n) Operation Military - Military Kids | ____ | _____ | _____ |
| _____ (y/n) Special Olympics | ____ | _____ | _____ |
| _____ (y/n) Children's Miracle Network | ____ | _____ | _____ |
| _____ (y/n) Child Organ Transplant | ____ | _____ | _____ |
| _____ (y/n) National Emergency Fund | ____ | _____ | _____ |
| _____ (y/n) American Legion Endowment Fund | _____ | _____ | _____ |
| _____ Other Programs (Please Explain) | _____ | _____ | _____ |

Total (# Hours) = _____ @ $25.00 per Hour = _____ (add to Block 106 above )
Total (# Miles) = _____ @ $ .55 per Mile = _____ (add to Block 106 above)
Total ($ dollars) = _____ (add to Block 106 above)

d. Describe (either on this sheet or separate sheets) in some detail, specific Children & Youth activities promoted by your Post. **REMEMBER**: This section of the Narrative Report is important in determining various Department Children & Youth Awards.

Use back of this page if necessary and/or attach additional pages as needed.