

# THE AMERICAN LEGION, DEPARTMENT OF MINNESOTA

## 2015-2016 TIMELINE

### JULY

- 2016 Membership year opens
- July 15-18, 2015** - Department Convention at Redwood Falls
- July 29, 2015** – Goose Egg – Cut-off Date - Posts will need to have turned in their 2016 Officer list and have 1 paid member to be off the “goose-egg”

### AUGUST

- August 1, 2015** – 1<sup>st</sup> Executive Committee Meeting and Membership Program Kickoff, Legionville
- Employment Awards information will be mailed to the Posts
- Letters will be mailed to Post Adjutants to request visits by the Department Commander

### SEPTEMBER

- September 9, 2015** - 50% Target & Renewal Cut-off date
- September 12, 2015** – **Harvest Rally**, Legionville
- Eagle Scout of the Year Application information will be mailed to Post Adjutants
- Oratorical information will be mailed to High School and Post Adjutants
- Annual PUFL report—posts will receive credit for their PUFL members and credit letters will be mailed to the Posts

### OCTOBER

- October 2, 2015** - 2<sup>nd</sup> Renewal Notice
- October 14, 2015** - 55% Target
- October 23-24, 2015 - Fall Conference** in Pequot Lakes, MN
- Supplemental Rosters will be mailed out to the posts
- Scholarship information will be mailed to Post Adjutants
- American Education Week information will be mailed to Post Adjutants
- Law & Order information will be mailed to Post Adjutants
- Fund For Hospitalized Veterans information will be mailed to Post Adjutants

### NOVEMBER

- November 13, 2015** – 65% Target
- ROTC Scholarship information will be mailed to Post Adjutants

### DECEMBER

- December 1, 2015** – Employment Applications are due to Dept Headquarters
- December 5, 2015 - Pearl Harbor Rally** – Location TBD
- December 9, 2015** - 75% & Renewal Cut-off date
- Annual Military Achievement Awards Program information will be mailed to Posts
- Children & Youth reports will be mailed to Post Adjutants

### JANUARY (continued on backside)

- Close out of previous membership year - we will no longer accept 2015 membership
- January 8, 2016**- 3<sup>rd</sup> Renewal Notice
- January 20, 2016** - 80% Target
- Supplemental Rosters will be mailed out to the posts

## JANUARY (continued)

- Legionville Reservation forms mailed early in the month
- Boys State Reservation forms mailed early in the month
- Blood Reports will be mailed to the Posts
- Membership Award Pins mailing - membership stars and director's pins

## FEBRUARY

- February 6, 2016- Sweetheart Rally**, Location TBD
- February 10, 2016 - 85% Target & Renewal cut-off date**
- Continuous Years Certificate will be mailed by National
- Baseball Kit order forms will be mailed
- Post Data Reports will be mailed to the Posts
- February 26, 2016 - 4<sup>th</sup> renewal notice**

## MARCH

- March 1, 2016** – Eagle Scout of the Year Application are due to Dept
- March 5, 2016** – **Appreciation Rally**—Location TBD
- March 9, 2016** - 90% Target
- March 15, 2016** - Baseball Kits will start to be mailed out
- Officer Reporting forms will be mailed to the Posts
- March Mailing - the mailing contains packets for Trophies and Awards, Pictorial Year Book and History, Gold and Silver Brigades, and Recruiter of the Year
- Community Service Reports will be mailed to the Posts
- Consolidated Post Reports will be mailed to the Posts

## APRIL

- April 1, 2016** – Scholarship Applications are due to Dept
- April 1, 2016** – Law & Order Applications are due to Dept
- April 1, 2016** – Boys State Pre-Registration applications are due
- April 13, 2016- 95% Target & Renewal cut-off**
- April 15, 2016** – Post Data Reports are Due to Dept
- Parade Mailing will be sent out to all the posts and high schools for the Convention Parade in July
- April 27, 2016- 5<sup>th</sup> and final renewal notice for 2016**
- April 29, 2016** – Boy's State cards are due to Dept
- April 29, 2016** – Blood Reports are due to Dept
- April 29, 2016** – Convention Call Mailed
- April 30, 2016 - Spring Rally**

## MAY

- May 11, 2016** - Recruiter of the Year Applications are due
- May 11, 2016** - 100% Target
- May 11, 2016** – Gold and Silver Brigade Applications are due
- May 30, 2016** – Community Service Reports are due
- District Convention Mailing—forms need to be returned to Department after each District's convention.

## JUNE

- June 1, 2016** – Annual Military Achievement Awards are due
- June 1, 2016** – Consolidated Reports are due
- 30 days before Department Convention - Convention Delegate Cut-off
- Training - card pick-up, usually this will be the last Saturday in June