



NO ONE DOES MORE FOR VETERANS.

DEPARTMENT OF PACIFIC AREAS

COMMUNITY SERVICE REPORTING
DASHBOARD INFORMATIONAL
GUIDE

- SCHOOL OF INTRUCTION: This requirement is done on Post level and is a requirement for all Post Officers conduct their Training especially the newly Elected Officers. Once Training is conducted you need to notify the Department that you have conducted this Training with complete documentation, sign up lists, pictures etc.
- SERVICE OFFICER TRAINING: This training is essential for new Post Service Officers once you conducted the training provide all documentation to DPA Service Officer for accreditation.
- IRS 990: This requirement is for Post who are to report such matters to the Internal Revenue Service. IRS Form 990 is an informational tax form that most tax-exempt organizations must file annually. In a nutshell, the form gives the IRS an overview of the organization's activities, governance and detailed financial information. Form 990 also includes a section for the organization to outline its accomplishments in the previous year to justify maintaining its tax-exempt status.
- INSPECTION STATUS: This column is for our DPA Inspector to validate if the Post Inspection has been MET or UNMET by each Posts.
- AUDITS: This column is for our DPA Inspector to validate that Post conducted their Audits IAW National By-Laws.
- DONATION TO PROGRAMS: This column certifies that Posts donated to VFW National Programs Veteran & Military Support, UNMET Needs and so on.
- DONATION TO NATION HOME: This column is for Posts to have donated monies to our National Home for Children in Eaton Rapids, Michigan. Once Post donation is sent, the Post Commander or Post Adjutant should notify the National Home Chairman and he will mark you as MET.

c. POPPIES:

- BUDDY POPPY GOAL: This column is automatically populated with each Post Goal of Buddy Poppies which are to be sold.
- BUDDY POPPY ORDERED: Posts are required to purchase Buddy Poppies for their Post and coordination needs to be done with DPA Quartermaster.
- BUDDY POPPY DRIVE: Each Posts should conduct a Poppy Drive in their respective areas and once it's conducted, Post Commander or Post Adjutant should contact the DPA QM so he can annotate you as having MET the requirement.

d. PROGRAMS:

- VOICE OF DEMOCRACY: All Posts are required to participate in in VOD yearly and once you have MET the requirement the Voice of Democracy Chairman will be responsible to update this column.
- PATRIOTS PEN: All Posts are required to participate in in Patriots Pen yearly and once you have MET the requirement the DPA Program Manager will be responsible to update this column.
- LE/FF/EMT: This program is for the Law Enforcement, Firefighters, Emergency Medical Technician Awards Program run by our DPA Safety Chairman. Every year we award the most outstanding LE/FF/EMT in the Pacific Areas.
- TEACHER: This program is for the most outstanding Teacher in the Department of Pacific Areas and once the Posts submits their nominees to the Program Manager, he or she will update the Dashboard accordingly. This year VFW National made it as optional requirement in order to make ALL STATE.
- ACTION CORP PROGRAM: This program is for Posts to sign up VFW members, relatives and friends of the VFW to the Action Corp weekly. Once you have MET this requirement you need to notify the DPA Action Corp Program Manager that you have fulfilled this requirement.
- PARTNERING EVENTS: This is new requirement from VFW National that each Post are required to partner with 2 Organizations like Burger King or Sports Clip or in our case we are located overseas, you can partner with some of these Non-profit Organizations (i.e., Rotary Club, Lions Club, Freemasons, local Red Cross Chapter, Jaycees International etc.) to conduct relief efforts, hospital events and other activities. You need to provide documentation like pictures, newspapers clippings.
- SOCIAL MEDIA: This is a new requirement as well; each Post are to conduct their Social Media presence by creating their Post Facebook Accounts and promote their Post Activities as well as VFW National programs in their FB Accounts. Once these is established you need to inform DPA that you have MET this requirement.

e. COMMUNITY SERVICE REPORTING:

This Community Activities Reporting Program is done via the CSR Program Database under the Members Only Section. Each Posts are required to do their CSRs monthly and a new VFW National requirement of a 10% increase to challenge all Posts from previous Fiscal Year 2020-2021. All Posts are encouraged to do their Community Activities Report their daily and to do this is to contact your Post JVC. Each

Community Activity consists of the following, Community Service, Veteran Assistance, Legislative Advocacy, Youth Development.

The screenshot shows the VFW Department of Pacific Areas Activity Reporting form. The header includes the VFW logo and navigation links: HOME, ABOUT, PROGRAMS, RESOURCES, NEWS, CONTACT, LOGIN. The form title is "VFW Department of Pacific Activity Reporting" with a subtitle "Please use the form below to enter your activity. One report for ONE activity." The form fields are: Post (dropdown), Submitter Email (text, value: johndoe@yahoo.com), Date of Activity (calendar icon, format: mm/dd/yyyy), Select a Program (radio buttons for Community Service, Veterans Assistance, Legislative Advocacy, Youth Development), Hours (text), Miles (text), Members (text), Dollars Spent/Donated (text), Social Media (dropdown, value: No), Partnering Events (dropdown, value: No), Action Corps Program (dropdown, value: No), and Description (text area). A SUBMIT button is at the bottom left, and a scroll-up arrow is at the bottom right.

1). Under Community Service there are several Activities that you can report, they are the following:

Citizenship/Americanism

Honor Guard

Flag Etiquette

POW/MIA

VA Volunteer Services (hospital/clinic)

Buddy Poppy Drive

Membership Drive at a Community Event

Public Servant Recognition (LE/FF/EMT)

Teacher of the Year

Disaster Relief

Stand Down Participation

Safety Recognition

Other

2). Under Veteran Assistance there are several Activities that you can report, they are the following:

Adopt-a-Unit/MAP activities

National Home

Unmet Needs/Relief

VFW Mental Wellness

Sport Clips Help a Hero Scholarship submission

Military & Veterans Support (Women Veterans, Homeless, Iraq/Afghanistan)

Claims & Benefits assistance

Other

3). Under Youth Development there are several Activities that you can report, they are the following:

Voice of Democracy

Patriot's Pen

Scouting

JROTC

Student Scholarships

Other

F). MEMBERSHIP: This column represents Post Membership information, and which are essential to make ALL STATE or ALL AMERICAN.

- MEMEBERSHIP AS OF JUNE 21,2021: This column is populated automatically with the information provided by Membership National.
- DIVISION: This column is automatically populated by VFW National base on Post Membership statistics from last Fiscal Year.
- GOAL REACH: This column is annotated if you have reached your Post Membership goal for the current year.
- ALL STATE QUALIFIED: This column the SVC of Department of Pacific Areas will annotate if Post have MET the All-State requirements.
- AL STATE ORDER PLACE: This column the DPA SVC will annotate if ALL STATE awards were ordered.

- ALL AMERICAN QUALIFIED: This column the DPA SVC will annotate if Post are considered for ALL AMERICAN.

We do hope these answers some of your questions and if you need more information to please contact each Department of Pacific Areas Program Manager. Yours In Comradeship and Service!

Department of Pacific Areas Program Managers