



Gifts for Yanks Program Guidelines

Revised: 06/2019

Program Guidelines – General

- A. GFY funds are designated to support direct-service programs and events that may add to the veteran quality of life working directly with VA voluntary services, OVH voluntary services, and VA Vet Centers.
- B. GFY funds are not to be distributed to private nursing home, non-VA in-state facilities, and out-of-state VA facilities or VA units.

Program Guidelines – Fundraising

- A. The program only accepts contributions designated to “Gifts for Yanks”.
- B. The recommended Post goal shall be set by the Gifts for Yanks Committee on an annual basis. Current Post goal is \$1 per member.
- C. Fundraising is from August DEC meeting to August DEC meeting and the amount fundraised will set the budget of the subsequent year. For example, fundraising from 1 August to 31 July of 2018 sets the 2019 GFY budget.
- D. The fiscal year of this program is from 1 August to 31 July each year.
- E. Recognition for Department awards is from 1 August to 31 May each year.
- F. All donations (private, Charities, Inc., Interest Income, or any other donation considered income) are considered restricted monies and shall be used directly to benefit veterans.
- G. Administrative costs (postage, travel reimbursement, certificates, plaques, and marketing materials, administrative costs) shall also be paid from the program using the interest income from investments.
- H. \$250,000 shall be set aside within the GFY Special Reserve Fund to fund the program during a catastrophic fundraising year. These monies are restricted funds of the GFY program. In any budget year, unused allocated restricted funds within the GFY program is transferred to the GFY Special Reserve Fund. The monies in that specific fund are also used to cover overages, in any budget year, if necessary.



Program Guidelines – Distribution of Funds

- A. During the Holiday Gift distribution at the Sandusky/Georgetown OVH facilities, \$5 cash will be provided to the veterans residing in the facility based upon patient census estimates from the previous year.
- B. New VA Community Based Outpatient Clinics (CBOCs) will be entitled to an appropriation of \$3,000 in their initial year and \$1,250 in subsequent years.
- C. CBOCs must have an assigned VAVS Representative to receive funding. The Department GFY liaison is authorized to expend appropriated funds at facilities without a representative, with approval of the GFY Committee. Inactivity at the CBOC will result in a loss of appropriation in the following year, until determined active.
- D. VAVS allocations are used at the discretion of the VAVS Representative, subject to the Department GFY liaisons' approval based on patient orientation and accounting practices. All reimbursement and expenditures must be on the GFY transaction form and **MUST** be accompanied with a receipt and forwarded to HQ attention GFY for processing.
- E. The “Homeless Veterans Program” will provide \$2,000 to VA Medical Centers or VA CBOC who request funds during the special project time frame. These monies are specific to VA sponsored homeless veteran Standowns.

Program Guidelines – Special Projects

- A. Special Project Requests are due April 1 each year at Department Headquarters with a signature of the facility Director or Chief of Voluntary Services and VAVS Representative concurrence.
- B. The American Legion logo, or an affixed donor tag, will be placed on all Special Project items and any products purchased through a vendor, if feasible.
- C. Special Project funds allocated and approved by the Committee and not requested within the budget year are forfeited. Exclusions to this policy are approved vehicle requests that are spread over a two-year span. It is the responsibility of the VAVS Chief to request vehicle funds in the second year. CBOC Special Project Funds will be distributed to the specific clinic at the discretion of the VAVS Representative.



Program Guidelines – Holiday Gifts

- A. Holiday gifts are designated for veteran patients located in Ohio VA Medical Centers and Ohio Veterans Homes.
- B. The GFY Chairman, GFY District Chair, and Department GFY Program Liaison shall confirm the number of patients by October 31st.
- C. Holiday gifts shall not be presented to veterans who are patients or reside in private health care facilities.
- D. Holiday gifts shall not be presented to VA or Ohio Veterans Homes staff at the time of distribution.
- E. Samples of Patient Gifts be provided to VAVS Representatives, Gifts for Yanks Committee, Department Executive Committee, Department Finance Committee, other Department Officers and staff, not to exceed the industry standard of three percent for incentive and promotional expenditures.
- F. All Gifts purchased for Holiday distribution will be Made in USA or produced by a veteran-owned company when appropriate and available.
- G. After the Holiday distribution each year, 75% of the remaining Gift items will be divided evenly amongst the 14 Districts and made available for pick up at Department HQ by the GFY District Chairperson or a designated representative of the District.

Program Guidelines – Convention Awards

Post who support the GFY program with financial contributions are eligible to receive the following certificates:

- Tan:** Individual donations to the Post shall be recognized by the Post Commander. These certificates can be requested from Department HQ.
- Blue:** Donations from Post, District, SAL, Auxiliary, and ALR up to \$4,999.99.
- Gold:** Donations from Post, District, SAL, Auxiliary, and ALR, \$5,000 or greater.

Department plaques or certificates will be awarded at Department Convention each year for the following Convention Awards:

1. LARGEST Post Contribution
2. LARGEST Amount Contributed by a District
3. GREATEST Percent of Goal by a Post
4. GREATEST Percent of Goal by a District

Additional plaques will be provided into three categories: small, medium, and large - to correlate with Post Membership Categories - to District Commanders at the DEC meeting prior to the opening of the Department Convention for contributions from Posts of \$5,000.00 or more.

Also provided are six (6) additional plaques for largest contribution and largest percent of goal for each of the following membership categories within the respective District:

1. 25-299
2. 300 - 999
3. 1,000 +

The District GFY Chairpersons will receive (3) plaques to present at their District Conferences according to the membership categories of small, medium, and large, with exception to the 13th District which shall receive four (4) awards.