

THE AMERICAN LEGION DEPARTMENT OF SOUTH CAROLINA  
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**2025 FREDERICK CARLOS JONES POST ADJUTANT OF THE YEAR AWARD**

**DUE DATE: February 20, 2025**

**Applications will not be returned**

The Post Adjutant must achieve seven (7) of the ten (10) goals listed below in order to be considered for this award and it is **mandatory** that the first four (4) of the goals be achieved. Provide written proof of each goal achieved (newspaper clippings, certification copies, dates, etc.).

The Trophies and Awards Sub-Committee will review the nominations and select the most outstanding Post Adjutant of the Year.

**Mandatory:**

1. Post must achieve 85% of Post Membership Goal by **February 12, 2025**. (Provide goal achieved)
2. Post must submit their Post's Consolidated Post Reports on time.
3. Post must be processing membership on-line.
4. Post representative(s) attended two or more District meetings (Department Officers excluded) during the **2024-2025** membership year. (Provide name(s) of Post representative(s) and dates of meetings).

**Optional (must meet 3 of the 6 listed below):**

5. Post sponsors one or more community service projects for the **2024** Calendar Year. (Provide description or proof).
6. One or more Post members attended the **2024** Fall Conference. (Provide name(s)).
7. Post representative(s) attended the **last** Department Convention. (Provide name(s)).
8. Other projects, programs or service provided by the Post not outlined. (Explain in detail).
9. Post sends a newsletter/bulletin to Post members. (Provide copy).
10. Post must hold a Permanent Post Charter, Supplemental Charter, Articles of Incorporation, have current Post Constitution and By Laws. (Provide copies for evidence).

I, Post Commander \_\_\_\_\_, of Post \_\_\_\_\_

verify that Post Adjutant \_\_\_\_\_ has met the requirements as listed.

SIGNED: \_\_\_\_\_ Title \_\_\_\_\_