



PAST PRESIDENTS PARLEY

Joan Chwala, Department Chairman

W13567 County Road M, Gilman, WI 54433-9360

Email: ctr68552@centurytel.net ♦ Phone: 715- 668-5661

Past Presidents Parley Awards:

A. Unit Member of the Year Award:

- Only senior members in good standing are eligible.
- Current membership dues must be paid.
- The member cannot have obtained an elected or appointed leadership role higher than that of unit president.
- Selection is based on accomplishments, activities, etc., for the current administrative year.
- Years of membership are not a part of the criteria; the nominee may be a new member.
- All entry forms, including a narrative, must be completed and submitted by the deadline (see attached award forms for more details). The unit president and secretary must sign the entry form unless the nominee is one of them, in which case a past unit president must sign the entry form.
- Each unit may submit only one unit winner.
- The winning entry from each unit should be postmarked by May 15, 2017, and sent to the Department chairman, Joan Chwala.

B. Salute to Servicewomen Award:

- Nominees should be willing to attend the 2017 department convention in Appleton, Wisconsin and national convention in Reno, NV, if possible. (Contingent on winning, but all entrants are welcome to attend any convention at their own expense.)
- All entry forms, including a narrative/YouTube video, must be completed and submitted by the deadline. A YouTube video can take the place of a written narrative. Please see awards form for details.
- Entry must have the nominee's name and address, unit name and number (if applicable) and most importantly, contact information for the servicewoman.
- One applicant for each branch of service per unit will be accepted.
- All entries must be postmarked by May 15, 2017, and sent to the department chairman. Contact information is provided on the front page of this program Plan.

Past Presidents Parley Reporting

An annual report is not required; however, a year-end summary and a mid-year progress report are suggested as tools to gauge the direction and effectiveness of unit activities. Both narratives should be forwarded to the department chairman by **December 15, 2016**, for mid-year and **April 1, 2017**, for year-end.